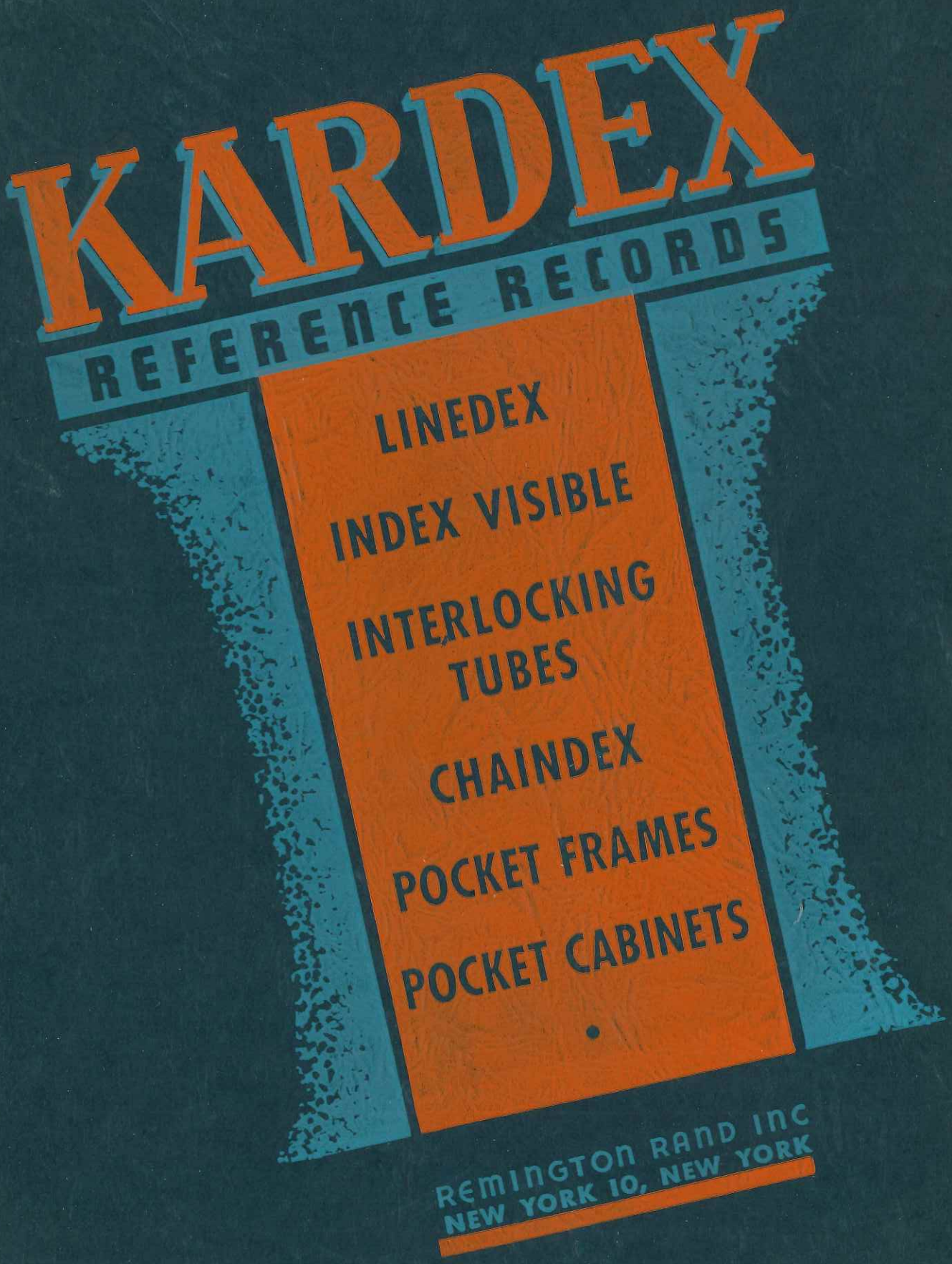
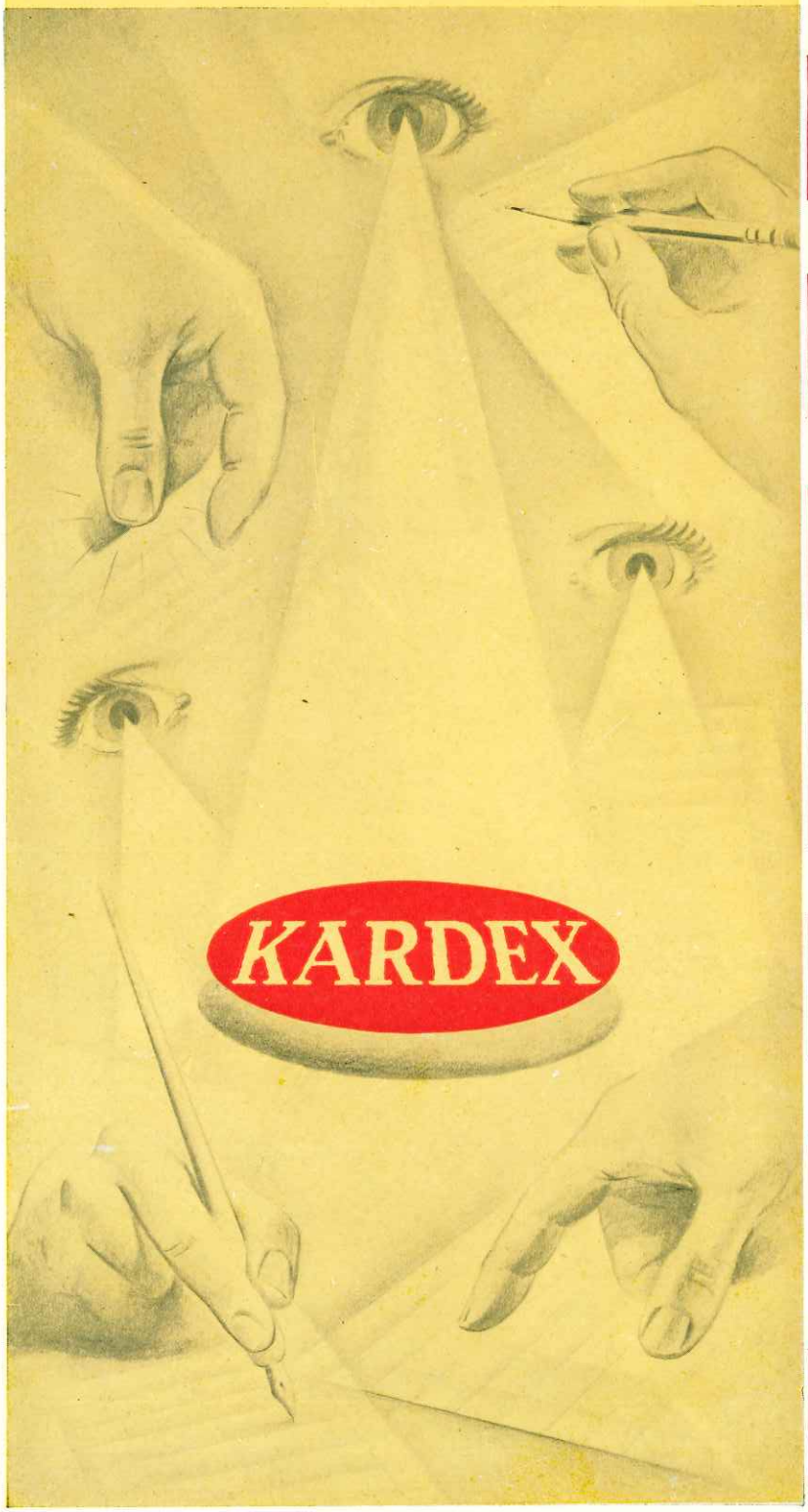

KARDEX
REFERENCE RECORDS
LINEDEX
INDEX VISIBLE
INTERLOCKING TUBES
CHAINDEX
POCKET FRAMES
POCKET CABINETS
REMINGTON RAND INC
NEW YORK 10, NEW YORK

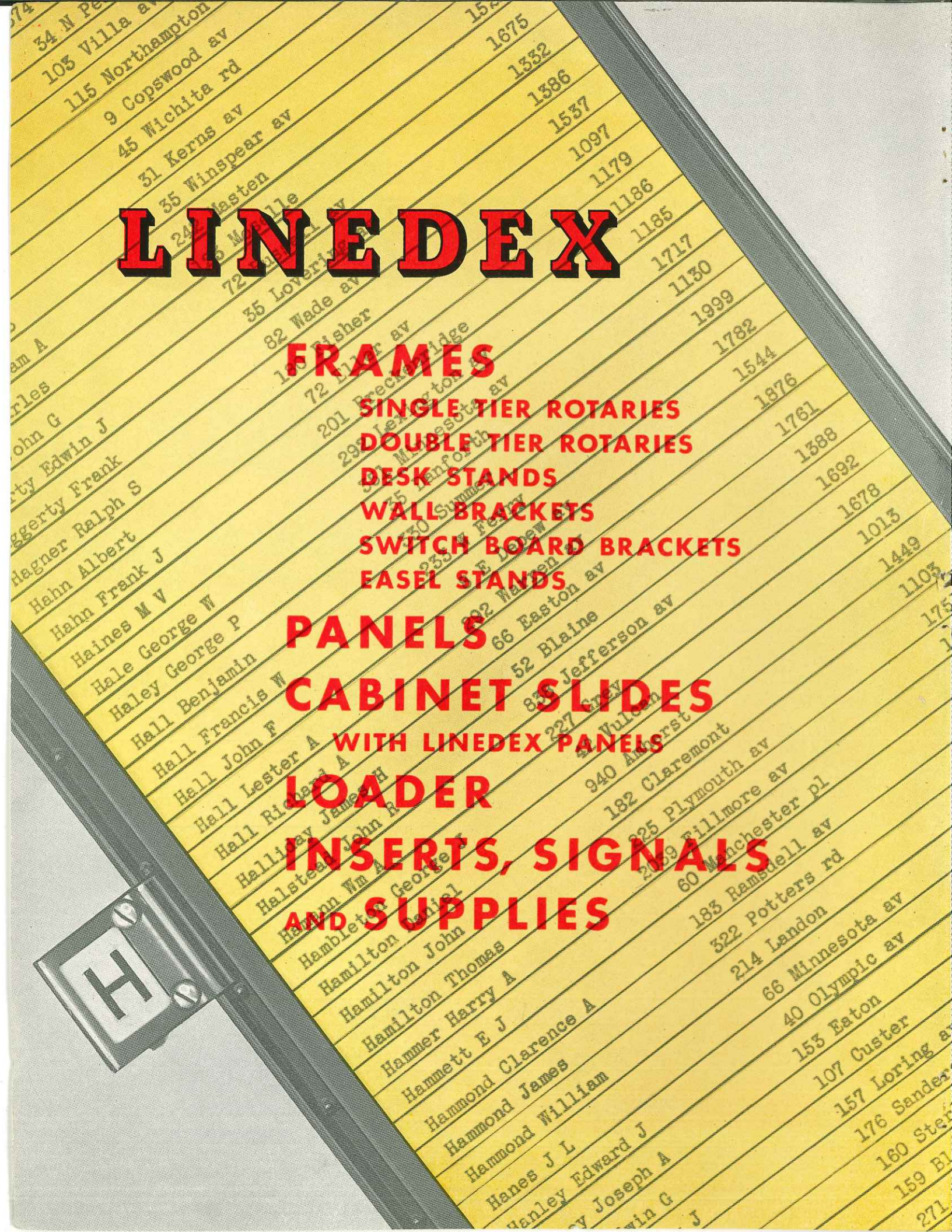
# BUSINESS RECORDS

**VISIBLE AND AT YOUR FINGER TIPS**





| | PAGES |
|---|---|
| LINEDEX EQUIPMENT | 1-17 |
| INDEX VISIBLE EQUIPMENT | 18-28 |
| INDEX VISIBLE FLEXO PANELS | 29-41 |
| INTERLOCKING TUBE EQUIPMENT | 42-55 |
| CHAINDEX CABINETS | 56-65 |
| CHAINDEX KOLECT-A-MATIC | 66-69 |
| POCKET FRAMES AND PANELS | 70-79 |
| KARDEX POCKET CABINETS | 80-84 |


LINEDEX
FRAMES
SINGLE TIER ROTARIES
DOUBLE TIER ROTARIES
DESK STANDS
WALL BRACKETS
SWITCH BOARD BRACKETS
EASEL STANDS
PANELS
CABINET SLIDES
WITH LINEDEX PANELS
LOADER
INSERTS, SIGNALS
AND SUPPLIES

THE first purpose of a visible reference index is to produce accurate information. Its second, and almost equally important purpose is to do it fast. Remington Rand suggests, therefore, that you examine this presentation of Linedex reference equipment from these two viewpoints. Our engineers have worked consistently to these ends, and have built in Linedex an exceedingly practical answer to the whole big question of consulting indexed names.

Linedex is also easy to set up and very easy to maintain. It is economical. So compact are the several provisions for holding Linedex frames that an incredible number of titles can be concentrated upon a given floor area. This one feature of Linedex is the reason for its adoption as a standard reference medium for a high proportion of all the important indexes in America. It is responsible for the almost universal use of Linedex as a speed equipment for the telephone information services.

Linedex, like other new and modern methods of indexing, is based on the sectional principle. You may begin an installation in a modest way and add to your equipment as needs become apparent. Capital expenditures are thus spread over a lengthy period. Your investment for the service Linedex is capable of performing is adjusted to the needs that dictated its original employment.

Linedex equipment is offered you in several forms. The following pages illustrate them. Indicated too are the individual uses of each of these styles of Linedex. It is very probable, therefore, that you will discover here the exact solution for any indexing problem with which you may be contending.

# LINEDEX FRAMES

## An Economical Indexing Principle, Widely Used

LINEDEX operation is the essence of speed and simplicity. A series of steel frames is hung about a rotary or desk stand. Each frame carries a large, legible index tab. A quick flip of the finger will bring any desired frame into reading position. Finding a specific item or name requires but a single glance.

Linedex requires no elaborate handling routine. Each frame is equipped with a flange on either side of its face. After necessary information has been typed on the Linedex inserts, they are separated and installed in alphabetic or numeric order by flexing the strips and inserting the tips beneath the flanges. So little space is required for each insert that a great volume of information can be concentrated in an unusually small area.

The frames are precision constructed from cold-rolled strip steel to assure absolute rigidity and to prevent warping. All joints are carefully burnished. Thus the surface of each frame is uniformly smooth and durable.

Linedex frames are exceptionally strong, and yet, six frames require but an *inch* of filing space!

The applications of Linedex are infinite. Much of the instantaneous information service rendered by telephone companies is rooted in their almost universal use of Linedex indexing equipment. Wholesalers and manufacturers find it invaluable as a pricing index, particularly when duplicate lists are needed. Industrial organizations have applied it as a cross index to blueprints and drawings. In fact, any material filed numerically—and therefore cross-indexed by name—is more accessible when Linedex is employed. Real economy here!

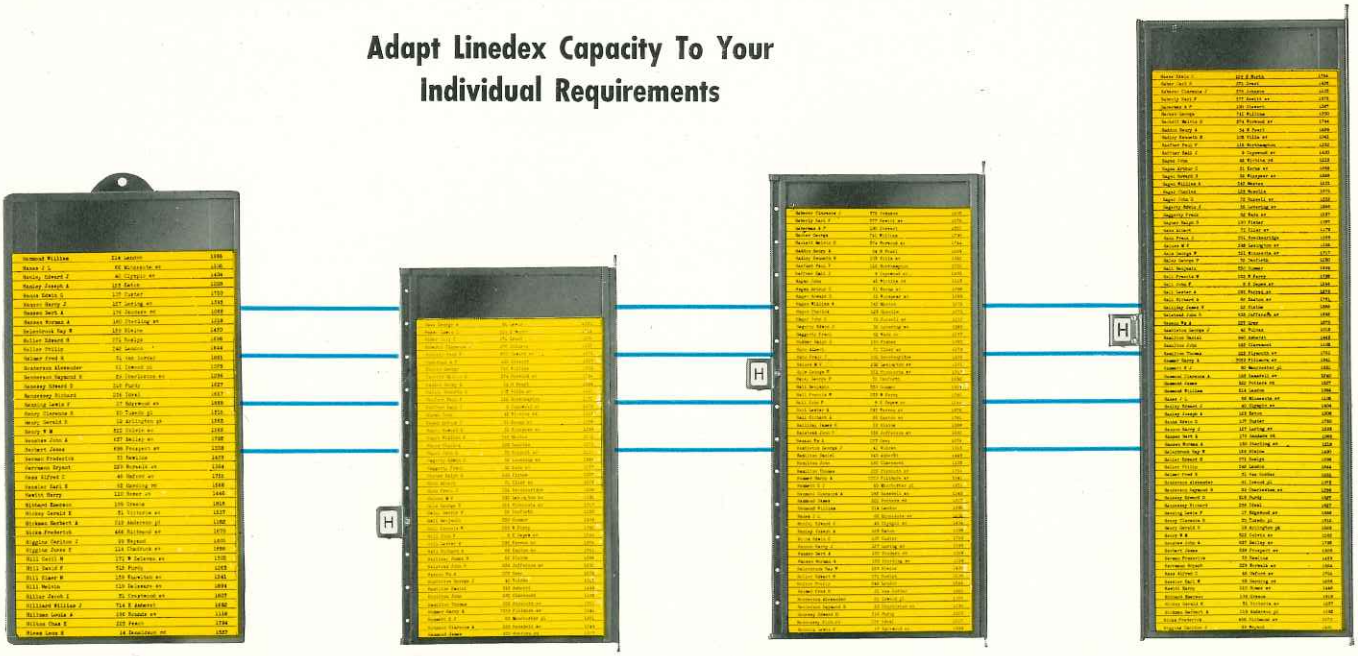
Banks, installment houses, insurance companies, retailers maintaining their ledgers by account number—all have found Linedex invaluable as a concrete, measurable time-cost saving. Throughout the country important federal, state, and local governments have adapted Linedex to their heavily consulted reference lists. In this field, particularly, its low cost maintenance record has won wide acceptance as a money-saving solution to cross-indexing needs.

### Every Filing Title Visible

A
Aaron Ben F 19 Union 1250
Abbey Nathan N 96 Broadway 1374
Abbott John N 198 Choate av 1528
Abeles George 101 Elmwood av 1199
Abloff Abraham 147 Urban 1005
Abrahamson Edward 81 Buffam 1443
Abson Melvin 116 High 1225
Acer Victor 20 Alma 1613
Achman Joseph 131 W Delevan 1027
Ackerman Robert 1355 Abbott rd 1351
Adair George 188 Jackson av 1430
Adam Herbert 188 Tyler 1156
Adams Clarence 134 Alexander av 1364
Adams Joseph 189 Hunting av 1091
Adams William 41 Tra 1213
Adkins Charles 85 N 39
Adler Jacob
Agate George
Agthe Arthur
Ahrens Henry 606 Ashl
Aimers Sylvester
Akerman John
Akers Laura 16
Alba Peter 401
Albert Samuel 39 H
Albertson John 215 Eag
Albright Charles 164 Timon
Alderman George 527 Richmon
Aleck David G 367 Grant
Alexander Robert 171 Bryant
Alford Anna 160 Capen blvd
Allan James 116 Highland av
Allan Kenneth 141 Robinson 11
Allen Arthur 343 W Ferry 1003
Allen Lawrence 368 Parker av 1318
Allgrim Barton 122 Pearl 1119
Almeron A J 200 Geary 1420
Altenburg Edward 1427 Hertel av 1622
Altman Charles 135 Fordham dr 1285
Altschaft S M 75 Hubbell av 1151
Alvord Walter 132 Cumberland av 1170
Ambellan Franklin 74 Winslow 1507
Amcoin Charles 166 Georgia 1433
Amell Grace 74 Norwalk av 1573
Ames Alexander 300 Jackson av 1028
Ames Wilbur 205 Niagara 1612
Amlinger Earl 111 Wright 1399

# LINEDEX FRAMES AND PANELS

## Adapt Linedex Capacity To Your Individual Requirements



12-Inch Linedex Single Faced Panel

12-Inch Linedex Frame

15-Inch Linedex Frame

20-Inch Linedex Frame

LINEDEX frames permit the use of inserts on both sides. They are mounted on rotaries, desk stands, wall or switchboard brackets. They are available in three heights, and, therefore, in three capacities. Linedex panels, on the other hand, have inserts only on one side and are used at a desk or table or are suspended on the wall. In either case, a frame or panel presents an area of complete visibility, within which location of any wanted name or indexing title is instantly found.

### LINEDEX FRAMES

| Catalog Number | Frame Size Overall | Exposed Width of Insert | Insert Width Overall | Insert Capacity | |
|---|---|---|---|---|---|
| | | | | 6 to the inch | 4 to the inch |
| 362923 | 12½x5 5/32″ | 4″ | 4 15/32″ | 142 | 94 |
| 362925 | 12½x6 5/32″ | 5″ | 5 15/32″ | 142 | 94 |
| 362926 | 12½x7 5/32″ | 6″ | 6 15/32″ | 142 | 94 |
| 362928 | 12½x9 5/32″ | 8″ | 8 15/32″ | 142 | 94 |
| 362941 | 15½x5 5/32″ | 4″ | 4 15/32″ | 178 | 118 |
| 362943 | 15½x6 5/32″ | 5″ | 5 15/32″ | 178 | 118 |
| 362944 | 15½x7 5/32″ | 6″ | 6 15/32″ | 178 | 118 |
| 362929 | 15½x9 5/32″ | 8″ | 8 15/32″ | 178 | 118 |
| 362950 | 20½x5 5/32″ | 4″ | 4 15/32″ | 236 | 158 |
| 362951 | 20½x6 5/32″ | 5″ | 5 15/32″ | 236 | 158 |
| 362952 | 20½x7 5/32″ | 6″ | 6 15/32″ | 236 | 158 |
| 362953 | 20½x9 5/32″ | 8″ | 8 15/32″ | 236 | 158 |

### LINEDEX SINGLE FACE PANELS

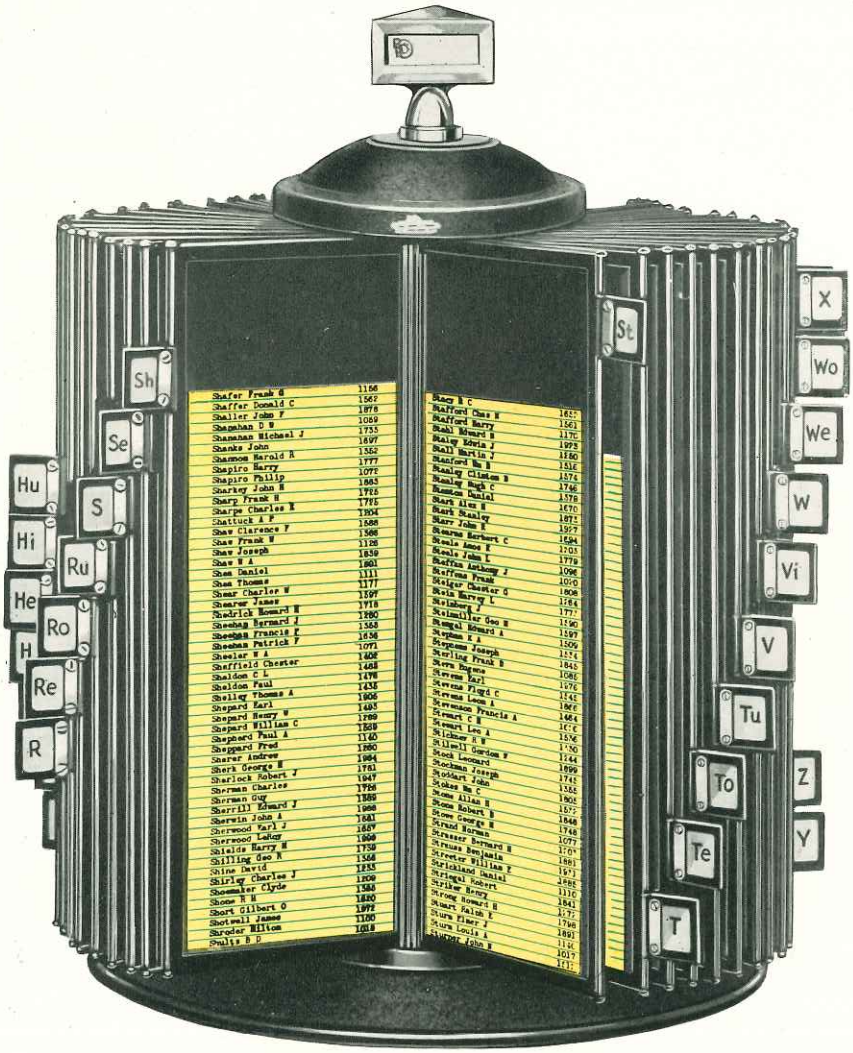
| | | | | | |
|---|---|---|---|---|---|
| 361931 | 12½x4½″ | 4″ | 4 15/32″ | 71 | 47 |
| 361932 | 12½x5½″ | 5″ | 5 15/32″ | 71 | 47 |
| 361933 | 12½x6½″ | 6″ | 6 15/32″ | 71 | 47 |

### LINEDEX TOP STOPS

**For holding inserts in alignment when frames are only partially filled.**

| Catalog Number | SIZE | Dimensions | | Exposed Width of Insert |
|---|---|---|---|---|
| | | Width | Length | |
| 362003 | For 4″ Panels and Frames | 5/16″ | 4 15/32″ | 4″ |
| 362004 | For 5″ Panels and Frames | 5/16″ | 5 15/32″ | 5″ |
| 362005 | For 6″ Panels and Frames | 5/16″ | 6 15/32″ | 6″ |
| 362006 | For 8″ Panels and Frames | 5/16″ | 8 15/32″ | 8″ |

# LINEDEX SINGLE TIER ROTARIES




## When Finding Speed Is Paramount

LINEDEX Rotaries range in capacity from eighty-four to seven hundred and eight frames and these rotaries will accommodate from 11,928 to 124,608 names or items. An index of half a million names may be maintained in a space no larger than that required for an office desk! (Illustration shows single tier, moderate capacity Linedex Rotary complete with frames.) Double tier Linedex Rotaries are especially recommended where the index is very large and floor space limited, or where it is desirable to bring a greater number of records under the control of a single operator.

From the stainless, rustproof label holder at the top to the sturdy, cast base every feature of the new Linedex Rotary is designed to facilitate speed of reference, great capacity and simplicity of operation. The extended corrugated sheet steel drum body around the entire circumference of the Rotary provides fast insertion of frames. Automatic checking of correct vertical spacing, plus better balance and easier operation, is assured. These units are extra durable because the stress of swinging frames is distributed over the full segment instead of being concentrated at the top and bottom.

The solid segment prevents dust, dirt, and foreign matter from clogging up behind the frames and hindering their free and easy swing. The top cover is formed from a single sheet of steel and press-formed under heavy tonnage—assuring mechanical perfection and maximum strength. Smart, glare-proof, black krinkle finish on the exposed top cover adds to the attractiveness of this unit.

Operating on case hardened ball bearings, permanently sealed and never requiring any oil or grease, even the largest and most heavily laden LINEDEX ROTARY revolves easily at the touch of a finger-tip.

### USES

1. Index to account numbers
2. Blueprint Index
3. Cost Records
4. Credit authorization
5. Employees Index
6. Hospital Indexes
7. Hotel Information Record
8. Laundry Mark Index
9. Rate Index
10. Route Index
11. Student Location
12. Bin Location
13. Telephone Index

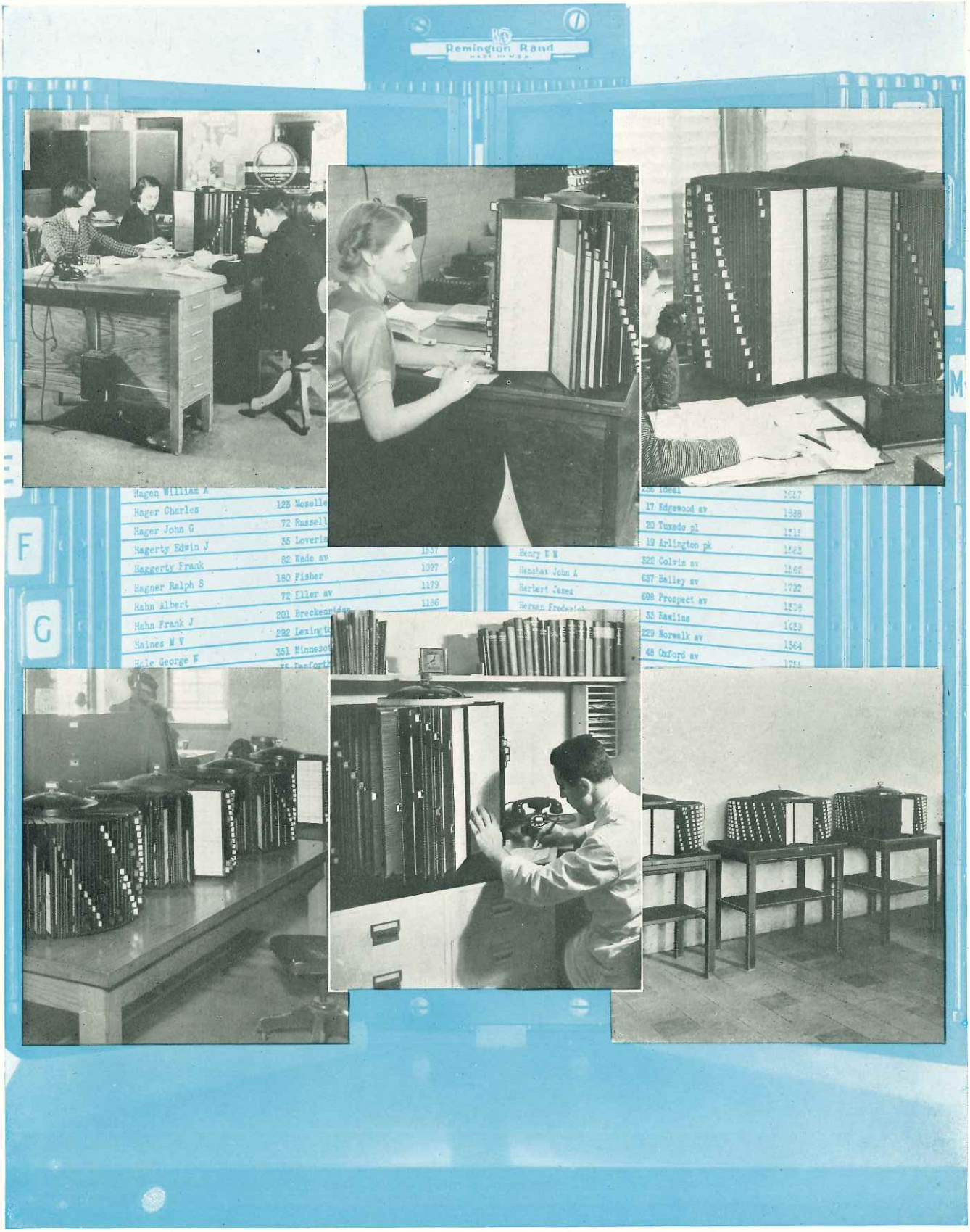
## No Matter How Many Names You Index . . . Each Will Be Accessible in Linedex

**LINEDEX SINGLE TIER ROTARIES**

| Catalog Number | Height of Frame | Frame Capacity | Turning Diameter | Wheel Dia. |
|---|---|---|---|---|
| 339947 | 12″ | 42 | 16¼″ | 4⅝″ |
| 339948 | 12″ | 84 | 16¼″ | 4⅝″ |
| 339949 | 12″ | 122 | 18″ | 6¼″ |
| 339950 | 12″ | 158 | 20⅞″ | 9¼″ |
| 339951 | 12″ | 210 | 23⅝″ | 12″ |
| 339952 | 12″ | 252 | 25¾″ | 14¼″ |
| 339953 | 12″ | 316 | 29¼″ | 17½″ |
| 339954 | 12″ | 354 | 31¼″ | 19⅝″ |
| 339962 | 15″ | 84 | 16¼″ | 4⅝″ |
| 339963 | 15″ | 122 | 18″ | 6¼″ |
| 339964 | 15″ | 158 | 20⅞″ | 9¼″ |
| 339965 | 15″ | 210 | 23⅝″ | 12″ |
| 339966 | 15″ | 252 | 25¾″ | 14¼″ |
| 339967 | 15″ | 316 | 29¼″ | 17½″ |
| 339968 | 15″ | 354 | 31¼″ | 19⅝″ |

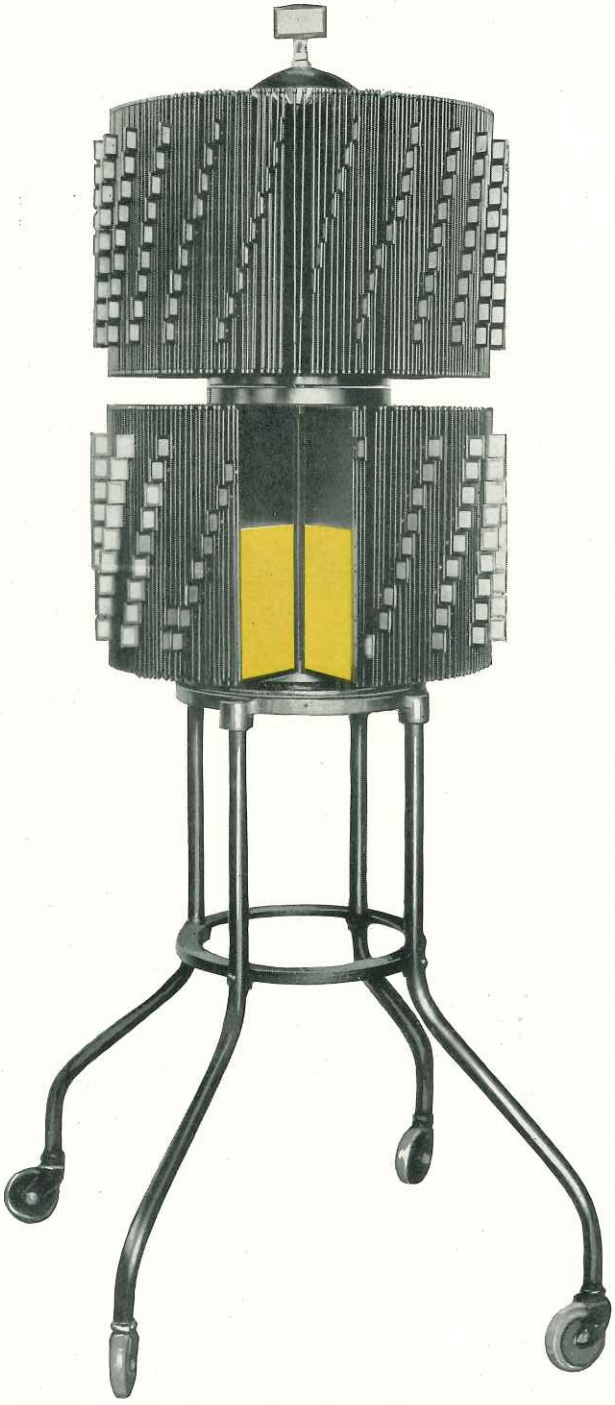
# INSTALLATIONS

## Selected From Several Thousand Enthusiastic Users




## Convincing Evidence That Linedex Will Serve You Well

# LINEDEX DOUBLE TIER ROTARIES



**LINEDEX DOUBLE TIER ROTARIES**

| Catalog Number | Height of Frame | Frame Capacity | Turning Diameter | Wheel Dia. |
|---|---|---|---|---|
| 339955 | 12″ | 168 | 16¼″ | 4⅝″ |
| 339956 | 12″ | 244 | 18″ | 6¼″ |
| 339957 | 12″ | 316 | 20⅞″ | 9¼″ |
| 339958 | 12″ | 420 | 23⅝″ | 12″ |
| 339959 | 12″ | 504 | 25¾″ | 14¼″ |
| 339960 | 12″ | 632 | 29¼″ | 17½″ |
| 339961 | 12″ | 708 | 31¼″ | 19⅝″ |
| 339969 | 15″ | 168 | 16¼″ | 4⅝″ |
| 339970 | 15″ | 244 | 18″ | 6¼″ |
| 339971 | 15″ | 316 | 20⅞″ | 9¼″ |
| 339972 | 15″ | 420 | 23⅝″ | 12″ |
| 339973 | 15″ | 504 | 25¾″ | 14¼″ |
| 339974 | 15″ | 632 | 29¼″ | 17½″ |
| 339975 | 15″ | 708 | 31¼″ | 19⅝″ |

## Volume Without Sacrifice of Flexibility

LINEDEX Double Tier Rotaries not only decrease by half floor space requirements, but their greater capacities (twice those of the Single Tier Rotaries) increase speed of reference by making the records more compact and more easily accessible.

Linedex Double Tier Rotaries, perhaps more than any other reference equipment, supply the demand of modern business for those vital reference records that, even though constantly changing, must be fast, visible and accurately up-to-the-minute.

Telephone companies the world over use Linedex Double Tier Rotaries for many of their phenomenally fast information indexes containing thousands, sometimes millions of names. A single operator can handle 100,000 names. An arrangement providing for a geographic index in the top tier and an alphabetic index in the lower one has proved to be an unusually efficient method of installation. Department stores build good will by providing for their customers the fastest possible authorization of credit with Linedex Double Tier Rotaries.

Every business—every organization—every government bureau that needs fast, accurate, flexible reference records of great capacity needs Linedex Double Tier Rotaries.

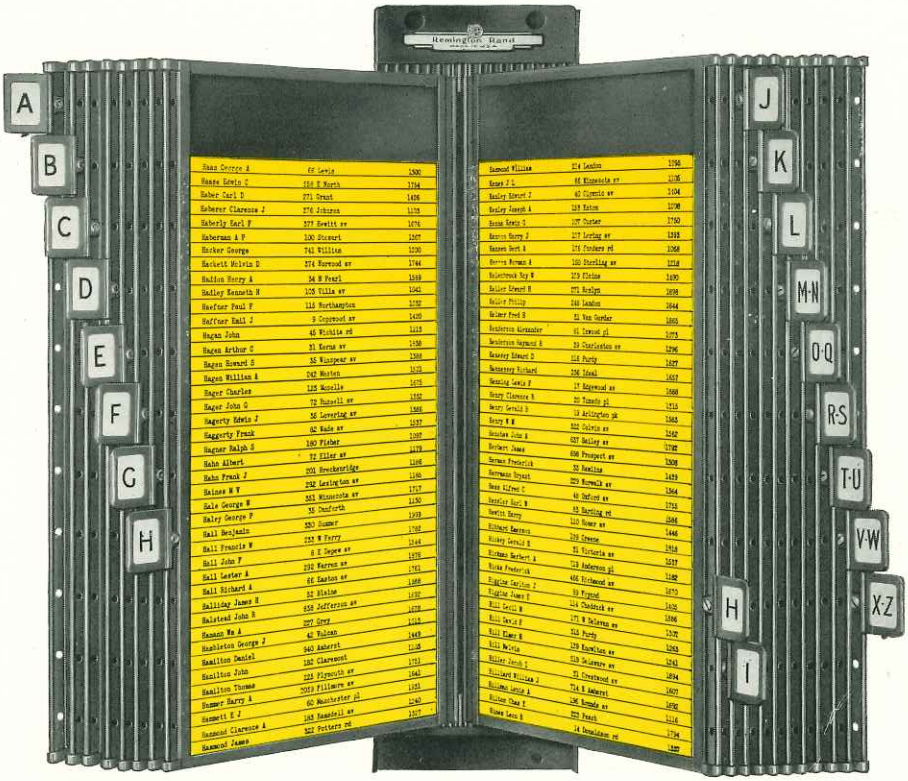
# INSTALLATIONS

## Linedex Can Be Utilized For Any Active Index

## What Linedex Does For Others-It Will Do As Well For You

# LINEDEX DESK STANDS AND WALL BRACKETS

## Providing A Compact Reference Source




LINEDEX Desk Stands, used singly or arranged in batteries on desks or tables, provide a speedy, convenient and easily changed reference record directly before the eyes and within easy reach of the hand of the worker. They are constructed of the same high quality materials and with the same precision workmanship as the Linedex Rotaries and have the same type corrugated sheet steel drum body to facilitate fast and easy operation. The extra sturdy base provides a solid foundation that eliminates all chance of sway. They are supplied in four widths, from two to sixteen inches, with capacities ranging from eight to seventy-four frames.

Linedex Wall Brackets permit the fastest sort of reference, because they can be placed close to the clerk or operator and the desired frame selected with a flip of the wrist. The capacity of these brackets runs from approximately 1,800 to 36,000 inserts.

### LINEDEX WALL BRACKETS

| Catalog Number | Width | Height of Frame | Frame Capacity |
|---|---|---|---|
| 330953 | 4″ | 12″ | 17 |
| 330954 | 8″ | 12″ | 36 |
| 330955 | 8″ | 15″ | 36 |
| 330956 | 16″ | 15″ | 74 |
| 330957 | 4″ | 20″ | 17 |
| 330958 | 8″ | 20″ | 36 |
| 330959 | 16″ | 20″ | 74 |

### LINEDEX DESK STANDS

| Catalog Number | Width | Height of Frame | Frame Capacity |
|---|---|---|---|
| 341905 | 2″ | 12″ | 8 |
| 341906 | 4″ | 12″ | 17 |
| 341907 | 8″ | 12″ | 36 |
| 341908 | 16″ | 12″ | 74 |
| 341909 | 8″ | 15″ | 36 |
| 341910 | 16″ | 15″ | 74 |
| 341911 | 8″ | 20″ Single | 36 |
| 341912 | 16″ | 20″ Single | 74 |
| 341913 | 8″ | 20″ Duplex | 36 |
| 341914 | 16″ | 20″ Duplex | 74 |

**Suitable For Use, Singly or in Batteries**

# INSTALLATIONS

## These Organizations Profit Greatly From Linedex Speed

695 Elmwood av
916 Delaware av
103 Villa av
184 Roebling av
4 Roanoke pky
322 Northland av
52 O'Connell av
87 Burch av
1100 Amherst
353 Auburn av
691 Lafayette av
310 St Lawrence
387 Huntington av
34 Rickert
145 Hamlin dr
381 Box av
288 Summer
62 Strauss

Hamilton Clifford A 69 Progressive av 1555
Hamlin Chauncey J 197 North 1486
Hammond Ernest M 413 Richmond av 1084
Hammond Walter 214 Landon 1064
Hancock William W 178 Choate av 1274
Hanes Neal S 113 Millicent av 1456
Hankin Hiram R 66 Tillinghast pl 1335
Hanley Stephen R 139 Kingsley

205 Voorhees av
109 Ashland av
306 Lexington av
192 Tuscarora rd
746 Parker blvd
162 Burgard pl
20 Tacoma av
500 Lafayette av
65 Hastings av
822 E Delavan av
696 LaSalle av
358 Bedford av
1290 Delaware av
82 Chamberlain dr
2048 Seneca
5 Eller av
25 Condon av
745 Parkside av

Harrington Mary W 100 Tremont av 1504
Harris Andrew V 68 Briggs av 1559
Harris David E 916 Delaware av 1524
Harris William T 104 Burlington 1125
Harrison Chester B 106 E Delavan av 1415
Hart Claude J 47 Crystal av 1254
Hart Margaret J 14 Seminole pky 1179
Hartke Edw J 16 Drexel rd 1568

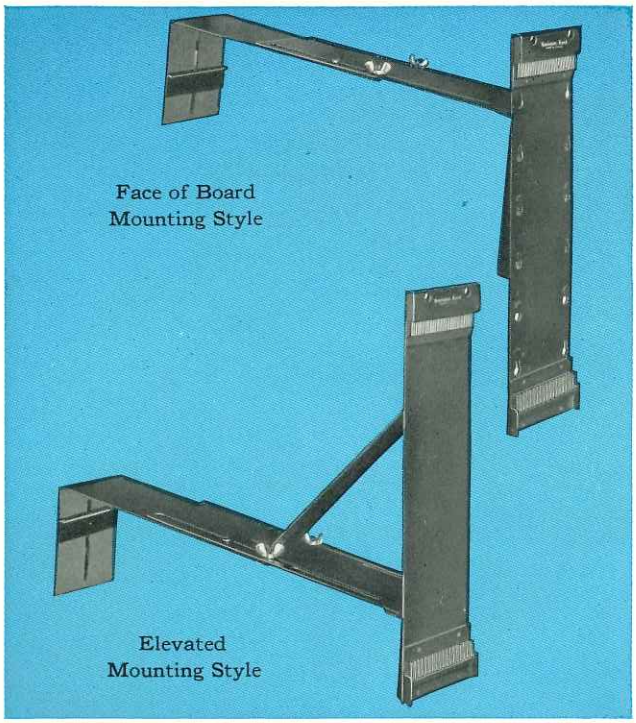
110 Lafayette av
117 Stillwell av
22 Orchard pl
611 Highgate av
132 Sterling av
51 Thatcher av
318 Roesch av
230 Parkdale av
15 Ludington
74 Gold
341 Norwalk av
34 Eggert rd
6233 Main
570 McKinley pky
45 Manchester pl
607 Michigan av
62 Colonial cir
108 Eiseman av
69 Tioga

**Linedex Visibility Always Means Faster Reference**

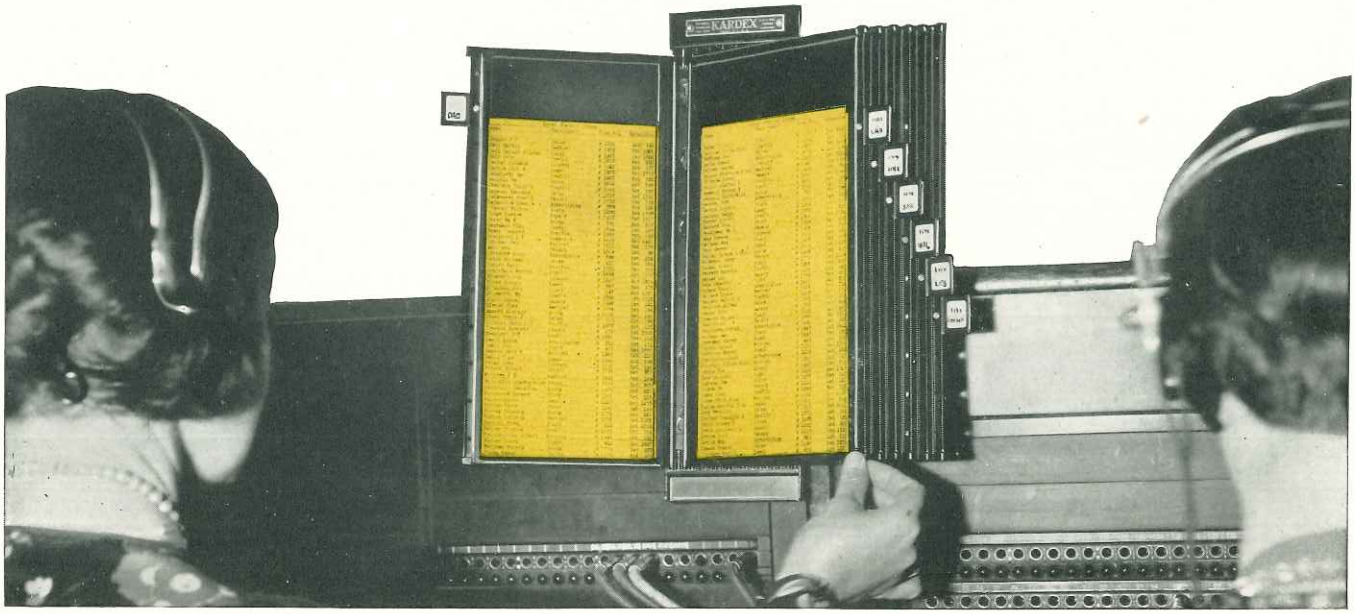
# LINEDEX TELEPHONE SWITCHBOARD BRACKETS

LINEDEX Switchboard Brackets make it possible to have a fast, visible telephone number index right at the switchboard before the eyes of operators. Wrong numbers are cut to a minimum and costly delay in finding numbers is eliminated.

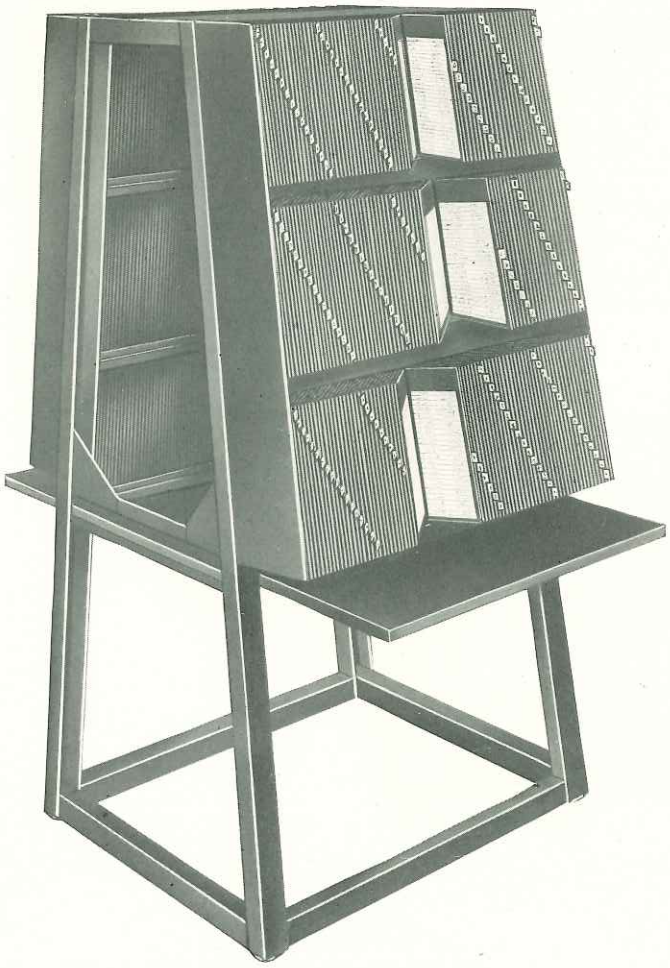
Linedex Switchboard Brackets are made in three styles: The single faced panel for small lists, the elevated mounting bracket for use at the extreme top of the board when jacks run up high on the face of the board, the face-of-board mounting bracket for use on top of the board. The height of the latter can be adjusted to suit the convenience of the operator and to fit all styles of board. The two overhead brackets are clamped on and can be removed easily and quickly without defacing the board.




| Catalog Number | Width | Height of Frame | Frame Capacity |
|---|---|---|---|
| **LINEDEX SWITCHBOARD BRACKETS (Side Mounting)** | | | |
| 330960 | 4″ | 12″ | 17 |
| 330961 | 8″ | 12″ | 36 |
| 330962 | 4″ | 15″ | 17 |
| 330963 | 8″ | 15″ | 36 |
| **LINEDEX SWITCHBOARD (PBX) BRACKETS (Elevated Mounting—Black Enamel Finish)** | | | |
| 330964 | 4″ | 12″ | 17 |
| 330965 | 8″ | 12″ | 36 |
| **LINEDEX SWITCHBOARD (PBX) BRACKETS (Face of Board Mounting—Black Enamel Finish)** | | | |
| 330966 | 4″ | 12″ | 17 |
| 330967 | 8″ | 12″ | 36 |



# LINEDEX EASEL STANDS



**COMPACT — ACCESSIBLE**

## USES

1. Index to account numbers
2. Contribution Index
3. Credit Authorization Index
4. Hospital Index
5. Insurance Company Indexes
6. Library Index
7. Government Index

**THIS COMPACT PLAN CONCENTRATES THOUSANDS OF INDEXED NAMES INTO A LIMITED FLOOR AREA**

THIS extra-capacity reference unit provides two-way reference for three tiers of Linedex frames on each side of the stand. It is equipped with a drop shelf on each side which is completely out of the way when not in use. Great savings in cost and floor space can be effected through the use of this equipment. Modern in design, it is precision-built from the highest quality steel to give years of satisfactory service.

LINEDEX EASEL STANDS

| Catalog Number | Frame Height | DESCRIPTION | Frames Per Stand | * Overall Width | Overall Height | † Overall Depth |
|---|---|---|---|---|---|---|
| 334000 | 12½ | Triple Tier Stand | 660 | 35⅝″ | 68″ | 28″ |
| 334002 | 12½ | Triple Tier Stand | 888 | 43⅝″ | 68″ | 28″ |
| 334004 | 12½ | Triple Tier Stand | 1104 | 52 7/16″ | 68″ | 28″ |
| 334001 | 15½ | Triple Tier Stand | 660 | 35⅝″ | 77″ | 28″ |
| 334003 | 15½ | Triple Tier Stand | 888 | 43⅝″ | 77″ | 28″ |
| 334005 | 15½ | Triple Tier Stand | 1104 | 52 7/16″ | 77″ | 28″ |

*Width including End Wings, not including Frames which add to overall width according to width of Frame.
†Depth of Base at floor level.

# LINEDEX CABINET SLIDES

## Protection Against Destructive Dust

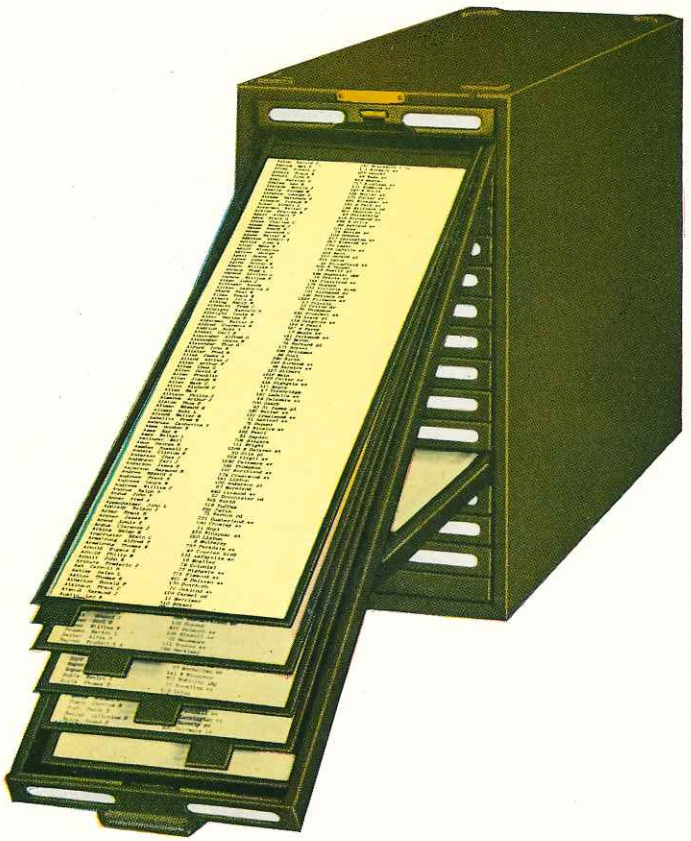
### USES

1. Association Membership Index
2. Bank Index Records
3. Blueprint Index
4. Government Indexes
5. Hospital Index
6. Insurance Company Indexes
7. School Location Index
8. Vendor's Term Index

WITH the new Linedex Cabinet Slides you can install Linedex reference records in Kardex cabinets. The resulting unit gives you, in addition to the convenient quick reference and economy of Linedex, the privacy and protection frequently desired for vital or confidential records. A tumbler lock in the bottom of the cabinet permits locking the entire contents so that the records cannot be reached by unauthorized persons. The slide, made of steel with double side walls, possesses great strength without excessive weight.

For conserving space and increasing capacity each slide may be supplemented with one, two, or three single faced or one or two double faced auxiliary panels hinged at the top, each equipped with an index tab.

The cabinet, although compact and light in weight, is sturdy, heavy duty equipment, precision built of steel to give years of satisfactory service. The cabinets provide for the utmost flexibility of arrangement for they can be placed in batteries side by side or stacked in tiers.



**B-6415 CABINET WITH 4 LINEDEX PANELS PER SLIDE**

## SPECIFICATIONS

**LINEDEX CABINET SLIDES**

| Catalog Number | No. Slides | Exp. Wid. of Inserts | No. Panels Per Slide | Max. Cap. of Inserts per Cab. | | Dimensions | |
|---|---|---|---|---|---|---|---|
| | | | | 1/6″ Exp. | 1/4″ Exp. | W. | H. |
| B6415-L1 | 15 | 6″ | One Fixed | 1,665 | 1110 | 8 1/8 | 15 1/16 |
| B6415-L2 | 15 | 6″ | One Fixed and One Hinged | 3,330 | 2220 | 8 1/8 | 15 1/16 |
| B6415-L3 | 15 | 6″ | " " " Two " | 4,995 | 3330 | 8 1/8 | 15 1/16 |
| B6415-L4 | 15 | 6″ | " " " Three " | 6,660 | 4440 | 8 1/8 | 15 1/16 |
| B6415-L5 | 15 | 6″ | " " " Four " | 8,325 | 5550 | 8 1/8 | 15 1/16 |
| B6422-L1 | 22 | 6″ | One Fixed | 2,442 | 1628 | 8 1/8 | 21 3/8 |
| B6422-L2 | 22 | 6″ | One Fixed and One Hinged | 4,884 | 3256 | 8 1/8 | 21 3/8 |
| B6422-L3 | 22 | 6″ | " " " Two " | 7,326 | 4884 | 8 1/8 | 21 3/8 |
| B6422-L4 | 22 | 6″ | " " " Three " | 9,768 | 6512 | 8 1/8 | 21 3/8 |
| B6422-L5 | 22 | 6″ | " " " Four " | 12,210 | 8140 | 8 1/8 | 21 3/8 |
| B8516-L1 | 16 | 8″ | One Fixed | 1,776 | 1184 | 10 5/8 | 16 5/16 |
| B8516-L2 | 16 | 8″ | One Fixed and One Hinged | 3,542 | 2368 | 10 5/8 | 16 5/16 |
| B8516-L3 | 16 | 8″ | " " " Two " | 5,328 | 3552 | 10 5/8 | 16 5/16 |
| B8516-L4 | 16 | 8″ | " " " Three " | 7,104 | 4736 | 10 5/8 | 16 5/16 |
| B8516-L5 | 16 | 8″ | " " " Four " | 8,880 | 5920 | 10 5/8 | 16 5/16 |
| B8526-L1 | 26 | 8″ | One Fixed | 2,886 | 1924 | 10 5/8 | 25 1/4 |
| B8526-L2 | 26 | 8″ | One Fixed and One Hinged | 5,772 | 3848 | 10 5/8 | 25 1/4 |
| B8526-L3 | 26 | 8″ | " " " Two " | 8,658 | 5772 | 10 5/8 | 25 1/4 |
| B8526-L4 | 26 | 8″ | " " " Three " | 11,544 | 7696 | 10 5/8 | 25 1/4 |
| B8526-L5 | 26 | 8″ | " " " Four " | 14,430 | 9620 | 10 5/8 | 25 1/4 |

# TYPEWRITING LINEDEX INSERTS

Linedex insert strips may be typed in gangs, as in the usual continuous form operation. This practice effects a drastic reduction in preparation time.

After typing the strips are separated and the ends are flexed beneath the flanges of the frame. Here they are tightly—and visibly—held in place.

Addition of new names or titles involves merely separation of the strips on a frame and insertion of a new one. All strips automatically adjust themselves evenly.

## Applying The Mass Production Method

THE Linedex insert comprises the distinctive principle on which this method of visible indexing is built. It is a very notable contribution to visible recording—notable because of the simplicity it brings to any important process of cross referencing, notable too because of its flexibility and handling speed.

Linedex inserts are made of poplar veneer, .025″ thick. Such a blank is glue-sized and dried, then joined to a heavy kraft backing sheet under twelve tons of pressure and faced with ledger paper. The juncture is made in a way that causes the glue to adhere only along a series of vertical lines. The resulting adhesive force is strong enough to hold together the inserts and the backing sheet, but is easily broken when inserts are to be separated for placement on a frame.

The inserts, so backed and made secure, are easily flexed around the roll of a typewriter to produce uniformly visible indexing titles. Equally practical is the use of any standard duplicating device for preparation of identical sets of names. As a consequence installation costs are kept at a low minimum and maintenance costs are less than those of any other plan with which we are familiar.

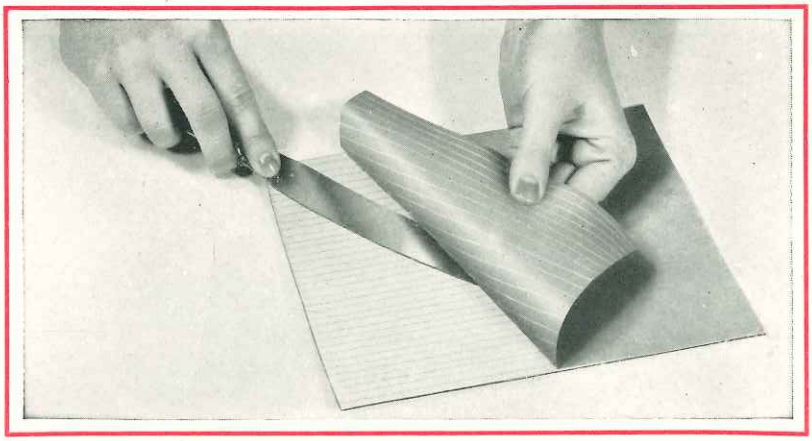
Four widths of insert sheets are furnished—four, five, six and eight inches. Three heights of strips are standard—three, four and six to the inch. Several colors are available, making it possible to classify different types of information on the same frame. For general purposes, however, a buff color is usually best, since it has a tendency to absorb light rather than reflect it into the eyes.

The inserts are quickly changed about, added or removed. Each is a separate unit, held in position under the flanges of the frame. Each may be placed in use individually or may be fed into place with others of a group by means of the Linedex loader.

# LINEDEX LOADER

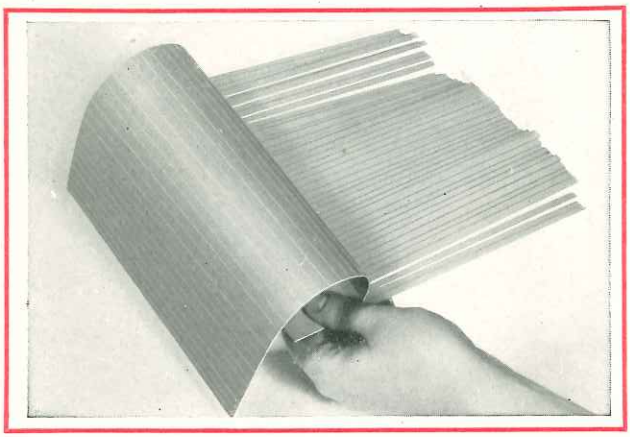
## HOW TO LOOSEN INSERTS

LINEDEX "TRU-LINE" inserts are available in many widths and many exposures, some are ruled to assure marginal accuracy. All, however, have tough kraft backing sheets. With each LINEDEX LOADER is a quality steel "knife" for loosening the insert from this backing. The illustration shows how. Simply place insert face down and ease the knife between insert and backing.



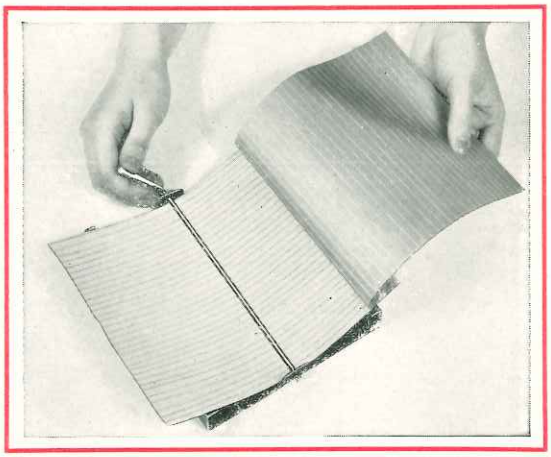
## HOW TO HOLD INSERTS

IT IS important that this loosening operation be stopped within 1″ from the left hand edge of the insert. This portion serves as a hand hold and no special, troublesome "holding" device is necessary. Every individual strip is securely and easily held and even dropping would not scatter the group.



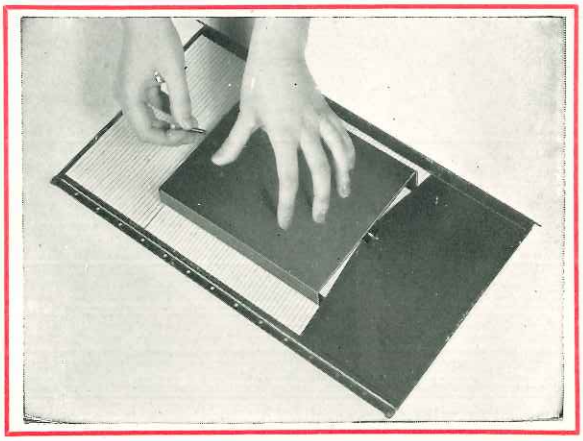
## HOW TO LOAD THE LOADER

THE LINEDEX LOADER is simply a lightweight steel channel with metal stops at the open ends. A movable steel rod bisects the loader. Remove this rod and with the backing sheet stripped back from the insert, place face down in the channel and replace the rod over the center of the insert. The insert is now supported on both ends by the loader sides and flexed downward in the center by the rod. While in this position hold the strips with the left hand and grasp the free end of the backing strip with the right hand. A gentle pull will now entirely free the backing sheet from the insert.



## HOW TO FILL A FRAME

WITH the insert firmly held in the LINEDEX LOADER it is a very simple matter to turn it over the LINEDEX frame and in one operation load as many as 42 separate index strips. The LINEDEX LOADER holds the insert in perfect position for slipping under the frame flanges. When both ends are engaged, simply remove the rod and the entire strip is fed into the frame.

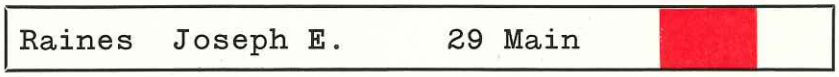


| Insert Size | Linedex Loader |
|---|---|
| 4 x 5″ | Catalog No. 330990 |
| 6 x 8″ | Catalog No. 330991 |

# LINEDEX INSERTS SIGNALS AND SUPPLIES

## Flashing the News of Unusual Conditions

## LINEDEX SIGNAL IN OPERATION




The celluloid signal is "C" shaped and moves freely along the Linedex insert. The soda-straw signal comes in colored "O" shaped straws which are cut to size and then slipped over the tip of the insert.

### LINEDEX "TRU-LINE" INSERTS

**Buff, Salmon (†) and Green (†)—.030″ thick—in sheets 7″ long, scored.**

**Note:** Buff Linedex will be shipped unless specified otherwise on order.

| Catalog Number | Description | Insert Dimensions | | | * Inserts Per Sheet |
|---|---|---|---|---|---|
| | | Exp. | Exposed Width | Overall Width | |
| **391989** | Scored | 1/6″ | 4″ | 4 15/32″ | 42 |
| **391994** | Scored | 1/4″ | 4″ | 4 15/32″ | 28 |
| **391992** | Scored | 1/6″ | 5″ | 5 15/32″ | 42 |
| **391996** | Scored | 1/4″ | 5″ | 5 15/32″ | 28 |
| **391993** | Scored | 1/6″ | 6″ | 6 15/32″ | 42 |
| **391997** | Scored | 1/4″ | 6″ | 6 15/32″ | 28 |
| **391988A** | Scored | 1/6″ | 8″ | 8 15/32″ | 42 |
| **391988B** | Scored | 1/4″ | 8″ | 8 15/32″ | 28 |

* Furnished in packages of 25 and 50 sheets of one size and catalog number all of one color. Packages will not be broken.
**Note:** Above sheets in any width can be supplied with 1″ Buff Stub at bottom to facilitate typing on last inserts.

### MARGINAL HOLE PUNCHED LINEDEX "TRU-LINE" INSERTS

**In Rolls, Taped 50 Sheets Per Roll—Scored 1/6″, 1/4″ or 1/8″ Exposure as desired—Specify Exposure Required. (Rolls are 7/8″ wider overall than overall widths of inserts as shown below.)**

| Catalog Number | DESCRIPTION | Insert Dimensions | |
|---|---|---|---|
| | | Exposed Width | Overall Width |
| **391992RP** | Scored sheets, 7″ high, taped 50 sheets per roll | 5″ | 5 15/32″ |
| **391993RP** | Scored sheets, 7″ high, taped 50 sheets per roll | 6″ | 6 15/32″ |
| **391988RP** | Scored sheets, 7″ high, taped 50 sheets per roll | 8″ | 8 15/32″ |

**Note:** Each roll contains 2100 inserts 1/6″ exp., or 1400 inserts 1/4″ exp., or 1050 inserts 1/8″ exp., as desired. Minimum order 20 Rolls of any given size or color. Inserts are Blank, not ruled or printed, and may be ordered in Buff, Salmon or Green as desired. Buff will be shipped unless specified otherwise on order.

### NEW TYPE LINEDEX SIGNALS—(Celluloid)—Available in Green, Orange and Purple Only

| Catalog Number | DESCRIPTION | DIMENSIONS | |
|---|---|---|---|
| | | Length | For Insert |
| **370004** | For Use with Linedex Inserts | 3/8″ | 1/6″ Exp. |
| **370005** | For Use with Linedex Inserts | 3/8″ | 1/4″ Exp. |

### LINEDEX SIGNAL SLEEVES—(Available in Green and Red)

| | | | |
|---|---|---|---|
| **370001** | Signal Sleeves, Soda Straw Type | 1/4″ | 1/6″ Exp. |
| **370002** | Signal Sleeves, Soda Straw Type | 1/2″ | 1/6″ Exp. |
| **370003** | Signal Sleeves, Soda Straw Type | 3/4″ | 1/6″ Exp. |

### ALPHABETICAL LINEDEX "TRU-LINE" INSERTS—(21 Division A-Z)

**Salmon—.030″ thick—in sheets 7″ long—21 Inserts to a sheet, Scored**

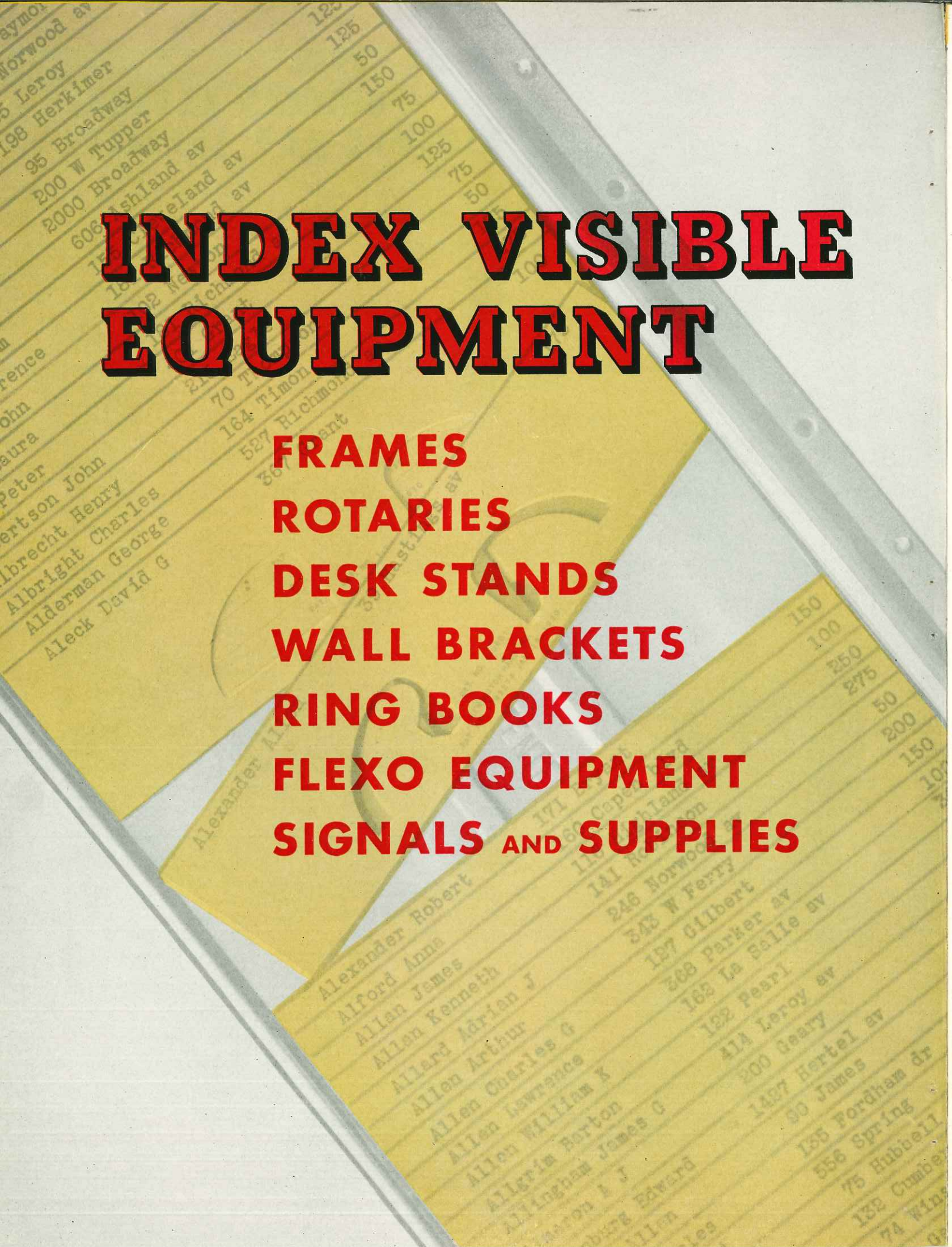
| Catalog Number | Insert Exposure | Exposed Width of Insert | Overall Width of Insert | Number Inserts Per Sheet |
|---|---|---|---|---|
| **391998** | 1/8″ | 4″ | 4 15/32″ | 21 |
| **391999** | 1/8″ | 5″ | 5 15/32″ | 21 |
| **392000** | 1/8″ | 6″ | 6 15/32″ | 21 |
| **392001** | 1/8″ | 8″ | 8 15/32″ | 21 |

### TRIAL CARDS

| Catalog Number | DESCRIPTION | DIMENSIONS | |
|---|---|---|---|
| | | Length | Width |
| **375001** | Trial Cards, Rembrand Manila Folder Stock, ruled six to inch both sides. For proving alignment of Stencils used with Linedex Inserts | 7″ | 4 15/32″ |
| **375002** | | 7″ | 4 31/32″ |
| **375003** | | 7″ | 5 15/32″ |

### INDEX TABS AND SUPPLIES

| | |
|---|---|
| **382001** | Blank Perforated Index Paper—28 Indices per Sheet |
| **398001** | Celluloid Windows; Clear, Pink and Green |
| **362001** | Screws for Holding Tabs in position |
| **362002** | Tabs for Standard positions on 12″ and 15″ Frames |


INDEX VISIBLE EQUIPMENT
FRAMES
ROTARIES
DESK STANDS
WALL BRACKETS
RING BOOKS
FLEXO EQUIPMENT
SIGNALS AND SUPPLIES

INDEX VISIBLE is a name which has been known for years among large users of equipment devoted to the indexing and cross-indexing of filing titles. The principle was developed by Professor Irving Fisher of Yale University, noted economist and respected observer of broad statistical trends. Dr. Fisher sought and found a simpler and more flexible method of indexing than had been anywhere available through the several regular sources.

The basis of this method is utilization of die cut cards, which "button" on runways in a manner that brings their upper indexing edges into positive, uniform visibility. The runways may be affixed to frames, panels, slides and other standard holders. These, in turn, are used in connection with a great variety of housing equipment, which makes Index Visible the most versatile of all reference media.

In many respects it is also the most flexible. Particularly should it be used when lists change frequently, for the ease with which forms are added or removed places this equipment very much in a class by itself. The effect upon maintenance costs is a very profitable one.

Index Visible is "unprotected" equipment. In other words, it is not covered by protecting sheaths or tips of celluloid as are certain other items of the Remington Rand line. This feature opens up interesting recording possibilities—right on the visible edges of the forms, and by raising cards, on the bodies of the forms while they are held on a frame or panel. This opportunity, although limited, is often of great importance in the economical operation of an index or record.

Such a type of design also presents many useful signaling possibilities, all of which have come out of the experience of Remington Rand sales representatives and our engineers. We suggest, therefore, that you freely consult these men while applying the Index Visible principle to any of the myriad of indexing problems you find before you.

# INDEX VISIBLE FRAMES

## A Positive Display Device

INDEX Visible is just what its name implies—an ideal medium for the presentation of lists which require quick reference. Its unique and easily managed housing principle assures convenient, economical, low-cost operation.

As with Linedex, a series of attractive steel frames are applied to a center axis. Each frame has a metal runway affixed to its center. The outside edge of each frame is equipped with a flange that runs vertically the length of the frame. To the center runway, specially die-cut cards are clipped, with their outside edges inserted beneath the side-flanges. Thus, a card may be readily slid up and down the frame, although it is securely held and in no danger of becoming unfastened.

The special die-cut of the card, the distinguishing mechanical feature of Index Visible, not only holds the card to the runway but provides a platform for the card above. Thus, cards act as their own holders, interlocking automatically with one another. The margin of visibility is uniformly controlled—and as many as 1200 to 2000 cards can be attached to frames, by a single operator, in an hour!

Held in revolving rotaries, desk stands, or wall brackets, Index Visible frames turn like the leaves of a book. For instant reference you have but to select the proper index tab, flip the "leaves" to the desired panel, and allow your eye to run down the names or titles before you. The item in question is instantly found.

For lists that are constantly changing, Index Visible offers unusual ease of addition or removal. Adding a card demands no more than separating the cards at the desired spot on the frame—a finger-tip operation—and clipping the new one to the center runway. The same ease of handling permits the removal of obsolete or inactive cards. Time-consuming congestion and disorganization are impossible.

In those cases where whole sections of cards must be removed for transfer to other panels, it is also possible to avoid time loss by transferring whole groups in a single operation. Transfer strips designed to meet this special need, minimize inconvenience and assure complete security during the moving process.

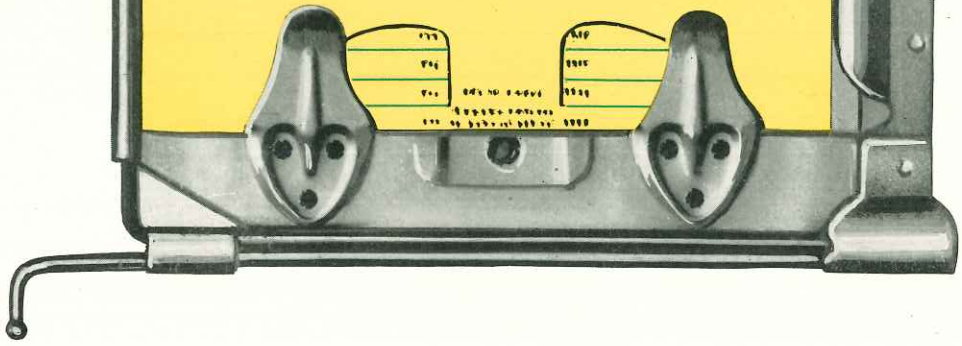
Reference speed is greatly facilitated by another simple, but entirely practical, innovation. A narrow blue margin—or "breaker"—is printed along the top edge of each card. When the cards are interlocked, the breaker draws a clearly defined line between each individual item. Confusion is eliminated. Reference speed is assured!

The size of cards is optional—depending upon the number of lines of information required on each form. In the same manner, panels are offered in a variety of widths—affording typical Remington Rand attention to the principle of *the right equipment for each individual need.*

## Every Card Is Securely Anchored

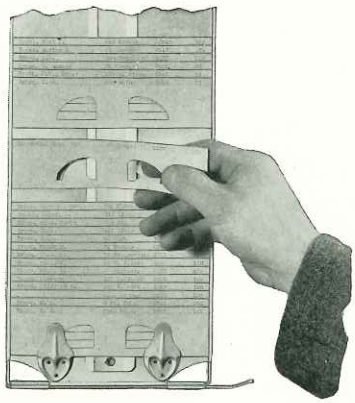
Single line cards, attached to a plastic Index Visible frame, are shown. Names are arranged alphabetically, and the cross index number for the numerically arranged master file is given at the right.

| | | |
|---|---|---|
| Ames Harold | 122 Pearl | 125 |
| Amey Walter L | 167 Olcott | 150 |
| Amigone Daniel | 247 St Lawrence av | 200 |
| Amlinger Earl | 111 Wright | 150 |
| Amos George | 50 Crestwood av | 125 |
| Amrose Franklin | 1565 Clinton | 125 |
| Amthor Clarence | 137 Niagara | 50 |
| Anders L D | 118 Union rd | 275 |
| Andersen J P | 200 Thompson | 175 |
| Andersen Wilbur | 161 Elm. | 75 |
| Anderson Charles | 1544 Main | 200 |
| Anderson Kenneth | 186 Union rd | 150 |
| Anderson Lawrence | 355 Victor | 75 |
| Anderson William | 66 Roessler av | 175 |
| Andert Otto | 140 N Parade av | 150 |
| Andler Wilbur | 600 Popular | 125 |
| Andres David | 131 Eden av | 250 |



The bottom clips hold the cards firmly in place, but permit ready removal with no recourse to complicated devices. Constructed from thin sheet steel, frames are exceptionally light and durable.

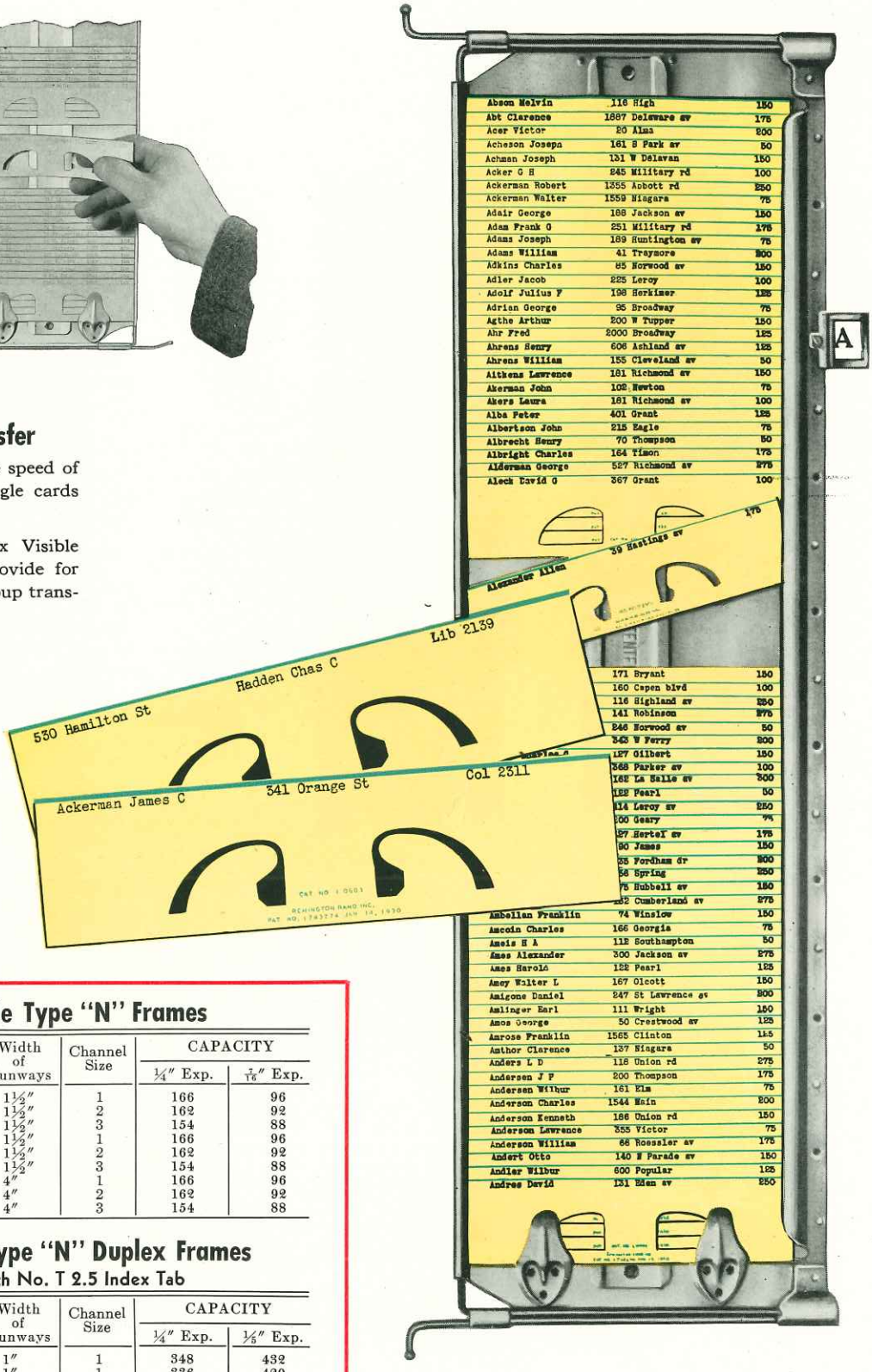
# INDEX VISIBLE FRAMES



## Single Card Transfer

No system provides the speed of inserting or removing single cards that Index Visible offers.

See page 41 for Index Visible Transfer Strips which provide for convenient and speedy group transfers.




## Index Visible Type "N" Frames

| Catalog Nos. | Size Frame | Size Card | Width of Runways | Channel Size | CAPACITY ¼" Exp. | CAPACITY 7/16" Exp. |
|---|---|---|---|---|---|---|
| 451.5 | 24x5" | 5x1 9/16" | 1½" | 1 | 166 | 96 |
| 452.5 | 24x5" | 5x2 1/8" | 1½" | 2 | 162 | 92 |
| 453.5 | 24x5" | 5x3" | 1½" | 3 | 154 | 88 |
| 461.5 | 24x6" | 6x1 9/16" | 1½" | 1 | 166 | 96 |
| 462.5 | 24x6" | 6x2 1/8" | 1½" | 2 | 162 | 92 |
| 463.5 | 24x6" | 6x3" | 1½" | 3 | 154 | 88 |
| 481.5 | 24x8" | 8x1 9/16" | 4" | 1 | 166 | 96 |
| 482.5 | 24x8" | 8x2 1/8" | 4" | 2 | 162 | 92 |
| 483.5 | 24x8" | 8x3" | 4" | 3 | 154 | 88 |

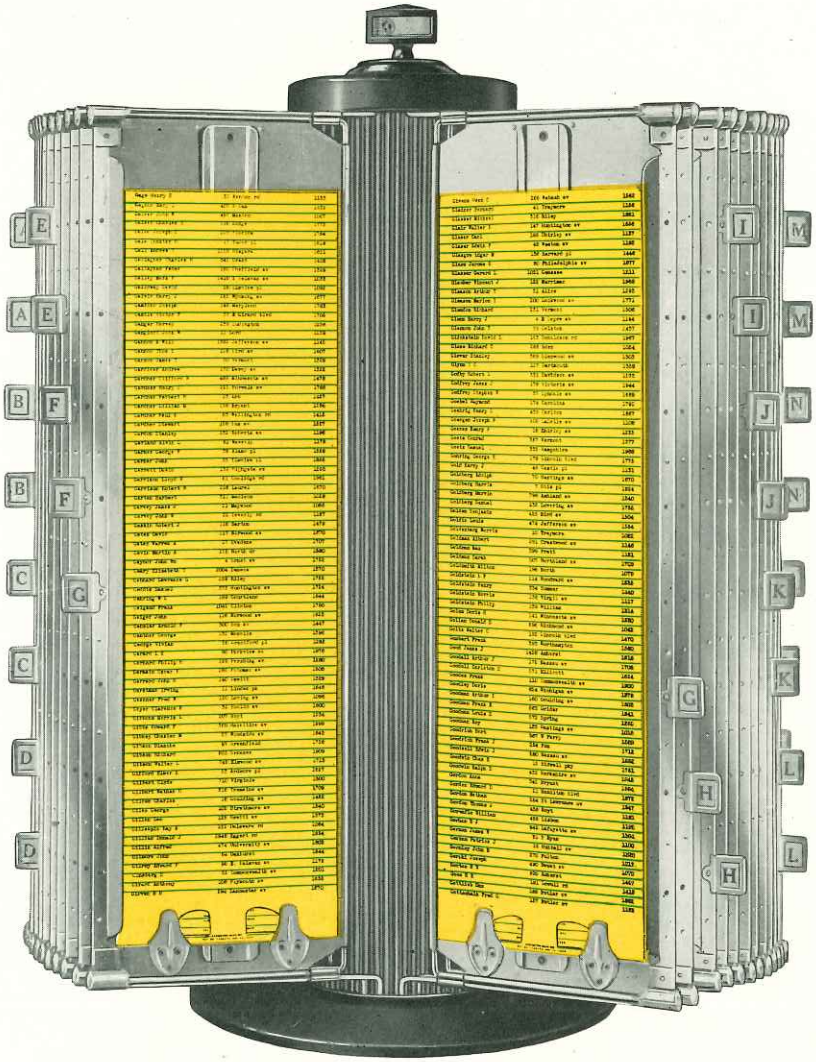
## Index Visible Type "N" Duplex Frames

Complete with No. T 2.5 Index Tab

| Catalog Nos. | Size Frame | Size Card | Width of Runways | Channel Size | CAPACITY ¼" Exp. | CAPACITY 1/8" Exp. |
|---|---|---|---|---|---|---|
| 481.52 | 24x8" | 3½x1" | 1" | 1 | 348 | 432 |
| 481.52 | 24x8" | 3½x1 9/16" | 1" | 1 | 336 | 420 |
| 441.52 | 24x9" | 4 x1" | 1" | 1 | 348 | 432 |
| 441.52 | 24x9" | 4 x1 9/16" | 1" | 1 | 336 | 420 |
| 451.52 | 24x11" | 5 x1 9/16" | 1½" | 1 | 336 | 420 |
| 452.52 | 24x11" | 5 x2 1/8" | 1½" | 2 | 328 | 408 |
| 453.52 | 24x11" | 5 x3" | 1½" | 3 | 316 | 392 |
| 461.52 | 24x13" | 6 x1 9/16" | 1½" | 1 | 336 | 420 |
| 462.52 | 24x13" | 6 x2 1/8" | 1½" | 2 | 328 | 408 |
| 463.52 | 24x13" | 6 x3" | 1½" | 3 | 316 | 392 |

Two styles of frames are standard—the single row frame, for cards five, six, or eight inches wide, and the duplex frame, which carries two rows of cards. Both are 24 inches high.

# INDEX VISIBLE ROTARIES



## USES

1. Airline Reservation Index
2. Alphabetical Index to Account Numbers
3. Association Membership Index
4. Bank Index Records
5. Blueprint Index
6. Club Members Roster
7. Contribution Index
8. Cost Index
9. Credit Authorization
10. Employees Index
11. Government Indexes
12. Hospital Index
13. Hotel Information Record
14. Insurance Company Indexes
15. Laundry Mark Index
16. Letter File Index by Name
17. Library Index
18. Payroll Index
19. Rate Index
20. Public Utility Rate Index
21. Real Estate Listing Index
22. Route Index
23. Student Location Index
24. Bin Location Index
25. Telephone Index
26. Vendor's Term Index
27. Voucher Index
28. Warehouse Location Index

**Any Wanted Frame Is Spotted In Seconds**

●

**Any Wanted Name Is Located At A Glance**

EVERY feature of Index Visible Rotaries reflects the dominant idea in the minds of the Remington Rand engineers who designed them—to combine in one unit of reference equipment, compactness, simplicity of operation, great capacity and speed of reference. The top cover is formed from a single sheet of steel, press-formed under heavy tonnage for mechanical perfection and maximum strength. The smart glare-proof krinkle finish on the exposed top cover is chip-resisting and permanently attractive. And as an added aid to speed and ease of operation the rotary revolves on case hardened ball bearings, permanently sealed, never requiring oil or grease.

## Index Visible Rotaries

**ROTARIES—FOR INDEX VISIBLE FRAMES**

| New Catalog Number | Height of Frame Accommodated | Frame Capacity | *Turning Diameter |
|---|---|---|---|
| 339942 | 24″ | 37 | 19⅝″ |
| 339943 | 24″ | 53 | 21⅜″ |
| 339944 | 24″ | 79 | 24¼″ |
| 339945 | 24″ | 106 | 27″ |
| 339946 | 24″ | 127 | 29⅛″ |

*Turning Diameters when filled with 5″ I.V.I. Frames. For 6″ Frames add 2″, for 8″ Frames add 6″, for 9″ Frames add 8″ to the given diameters.

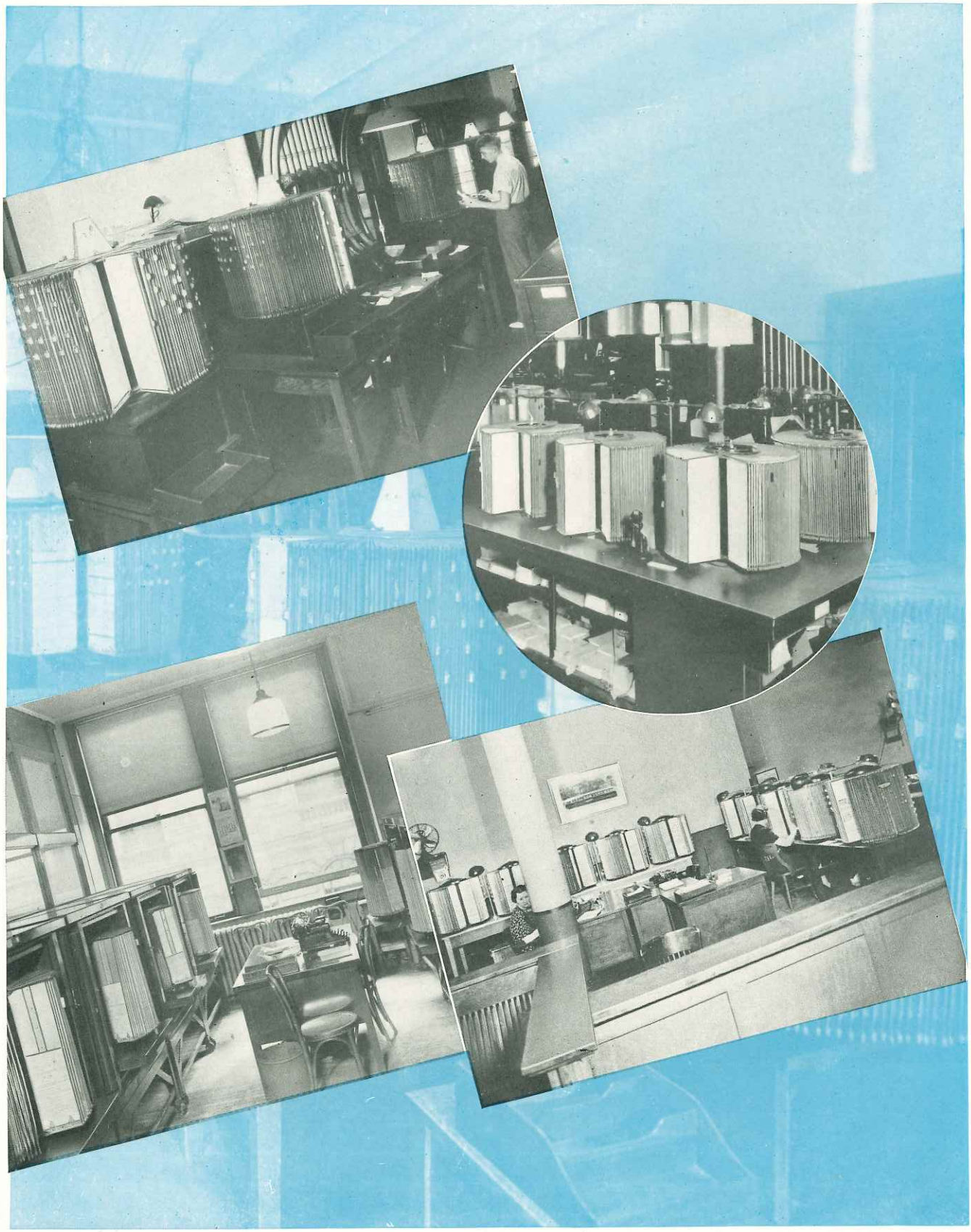
## Portable Bases For Index Visible Rotaries

**PORTABLE BASES—(Finished in Black Enamel)**

Adaptable to any of the above Rotaries.

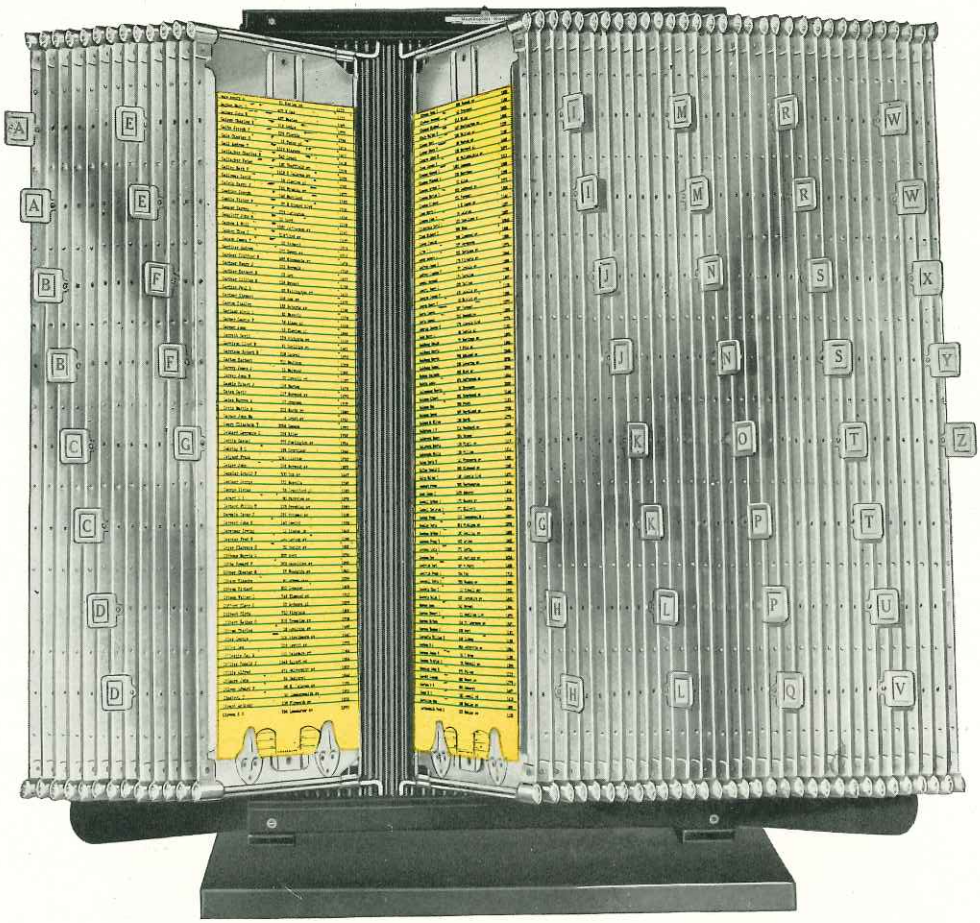
| Catalog Number | Height of Base From Floor |
|---|---|
| 91230 | 30″ |
| 91240 | 40″ |

# INSTALLATIONS



**Changes And Additions Are Instantly Made**

# INDEX VISIBLE DESK STANDS



**A Flip of The Finger Locates The Wanted Panel**

INDEX Visible Desk Stands are "straight track" equipment, the frames extending in a single row for convenient use on desk or table. The stands may be used singly or in batteries. The operating speed of this type of equipment with all the "A's" always at one end, and all the "Z's" at the other, makes possible exceptionally fast reference.

Many leading department stores gain the good will of their customers by speeding credit authorization with Index Visible Desk Stand equipment.

The sturdy base holds the stand firm at all times. Two widths of stands are available.

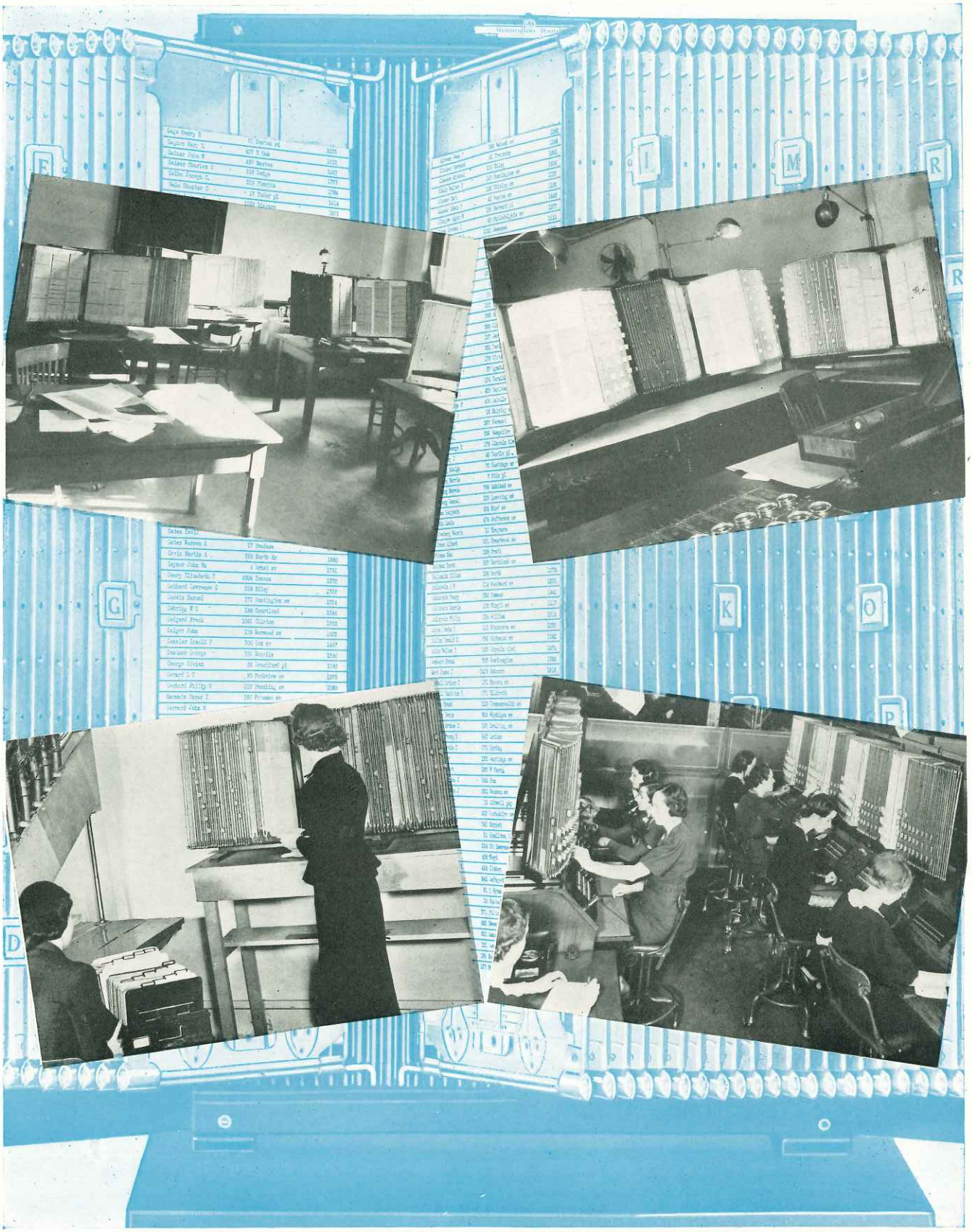
## Index Visible Desk Stands

DESK STANDS FOR INDEX VISIBLE FRAMES

| Catalog Number | Width | Height | Capacities |
|---|---|---|---|
| **340021** | 8″ | 24″ | 23 |
| **340022** | 16″ | 24″ | 47 |

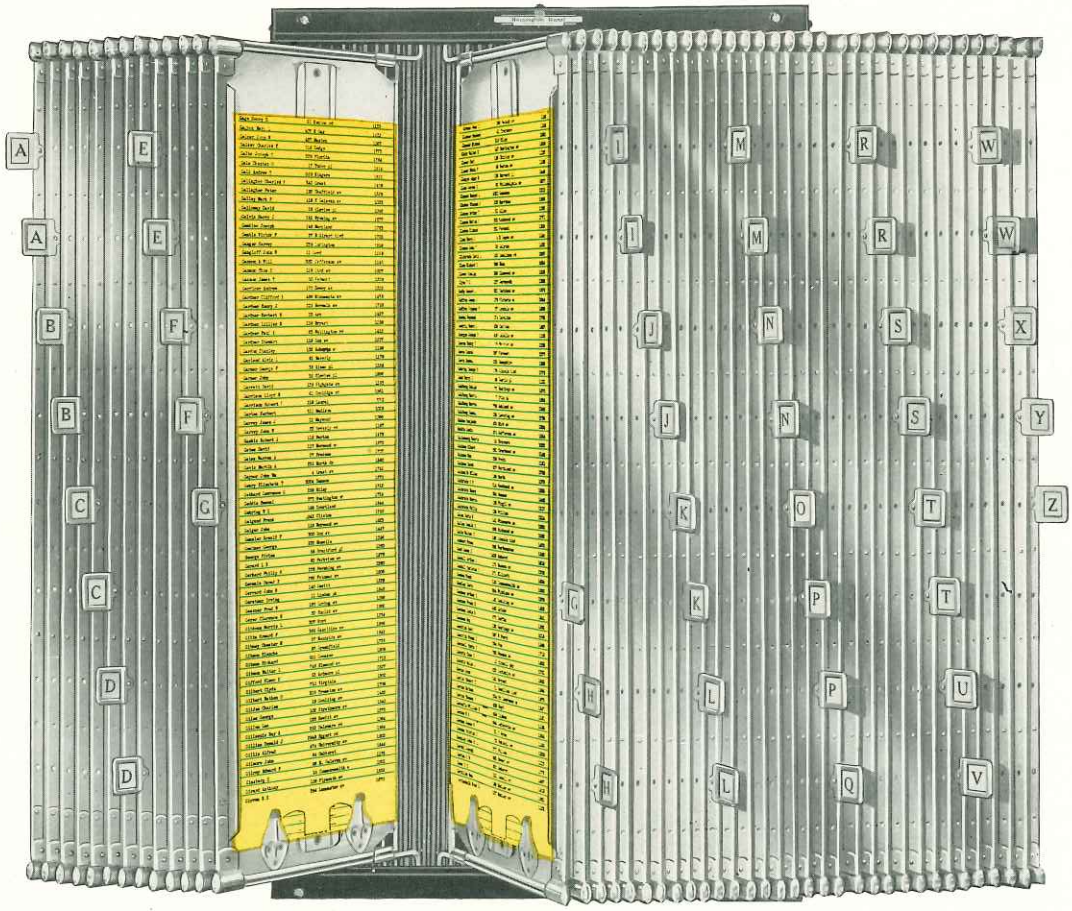
Note: Extra End Wings are available for use when stands are to be assembled in low inclined posting position.

# INSTALLATIONS



**Thousands Of Organizations Use Index Visible**

# INDEX VISIBLE WALL BRACKETS



INDEX Visible Wall Bracket equipment provides for suspension of Index Visible frames on a wall or cage partition. It is designed particularly for smaller lists of names—up to 10,000—although where space permits it is possible to extend the installation, in unit style, along the entire length of the wall. The chief advantage of this type of equipment is its operating speed, greatly facilitated by the fact that all the "A's" are always found at one end, and all the "Z's" at the other. It is widely used by credit departments in retail stores as a geographic index of charge customers.

The same high standards of materials and workmanship are maintained throughout. Three widths are available, with capacities up to 47 frames.

## Index Visible Wall Brackets

WALL BRACKETS FOR INDEX VISIBLE FRAMES

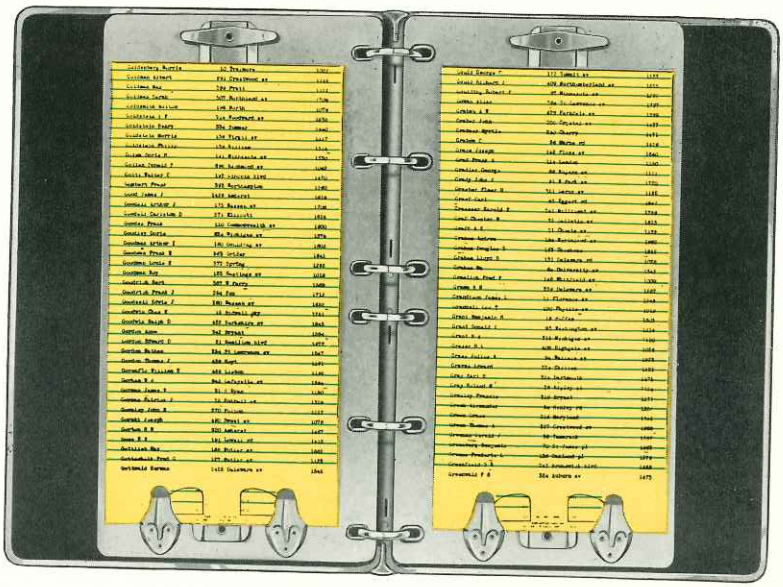
| Catalog Number | Width | Height | Capacities |
|---|---|---|---|
| 330942 | 4″ | 24″ | 10 |
| 330945 | 8″ | 24″ | 23 |
| 330948 | 16″ | 24″ | 47 |

# INSTALLATIONS

## These Are Exceedingly Important Indexes

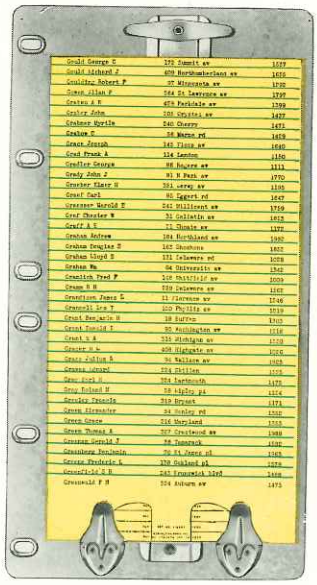
## IVI References Permit Immediate Decisions

# INDEX VISIBLE RING BOOKS



## Index Visible Ring Book

THE Index Visible Ring Book is a compact low cost unit. Index Visible cards are buttoned to runways, which are eyeletted to leaves of pressboard. The leaves are clipped into the ring book line sheets in a loose-leaf binder. It is reinforced with leather corners and back binding.



## Ring Book Leaf

PANEL equipment is designed for short lists, which may be suspended on a wall for quick, easy reference. The frame is handsomely finished plastic. It is made in two lengths, 15 and 20 inches, to accommodate cards, 5, 6 or 8 inches wide.

### Index Visible Ring Book Units

**Black Fabrikoid Covers with Metal Rims**
**With 1½" Rings (Without Leaves)**

| Catalog Number | Size | Catalog Number | Size |
|---|---|---|---|
| 15152.5 | 14 x 5 | 15202.5 | 19 x 5 |
| 16152.5 | 14 x 6 | 16202.5 | 19 x 6 |
| 18152.5 | 14 x 8 | 18202.5 | 19 x 8 |

### Index Visible Single Face Panels

| Catalog Number | Size Leaf | CAPACITY | ¼" Exp. | 7/16" Exp. |
|---|---|---|---|---|
| 3515.5 | 15x5 | 5 x 1 9/16" | 46 | 26 |
| | | 5 x 2 1/8" | 43 | 25 |
| | | 5 x 3" | 40 | 22 |
| 3615.5 | 15x6 | Same capacities on three card depths as those above on 5" cards | | |
| | | 6 x 1 9/16" | 82 | 47 |
| 3624.5 | 24x6 | 6 x 2 1/8" | 80 | 46 |
| | | 6 x 3" | 77 | 44 |
| 3824.5 | 24x8 | Same capacities on three card depths as those above on 6" cards | | |

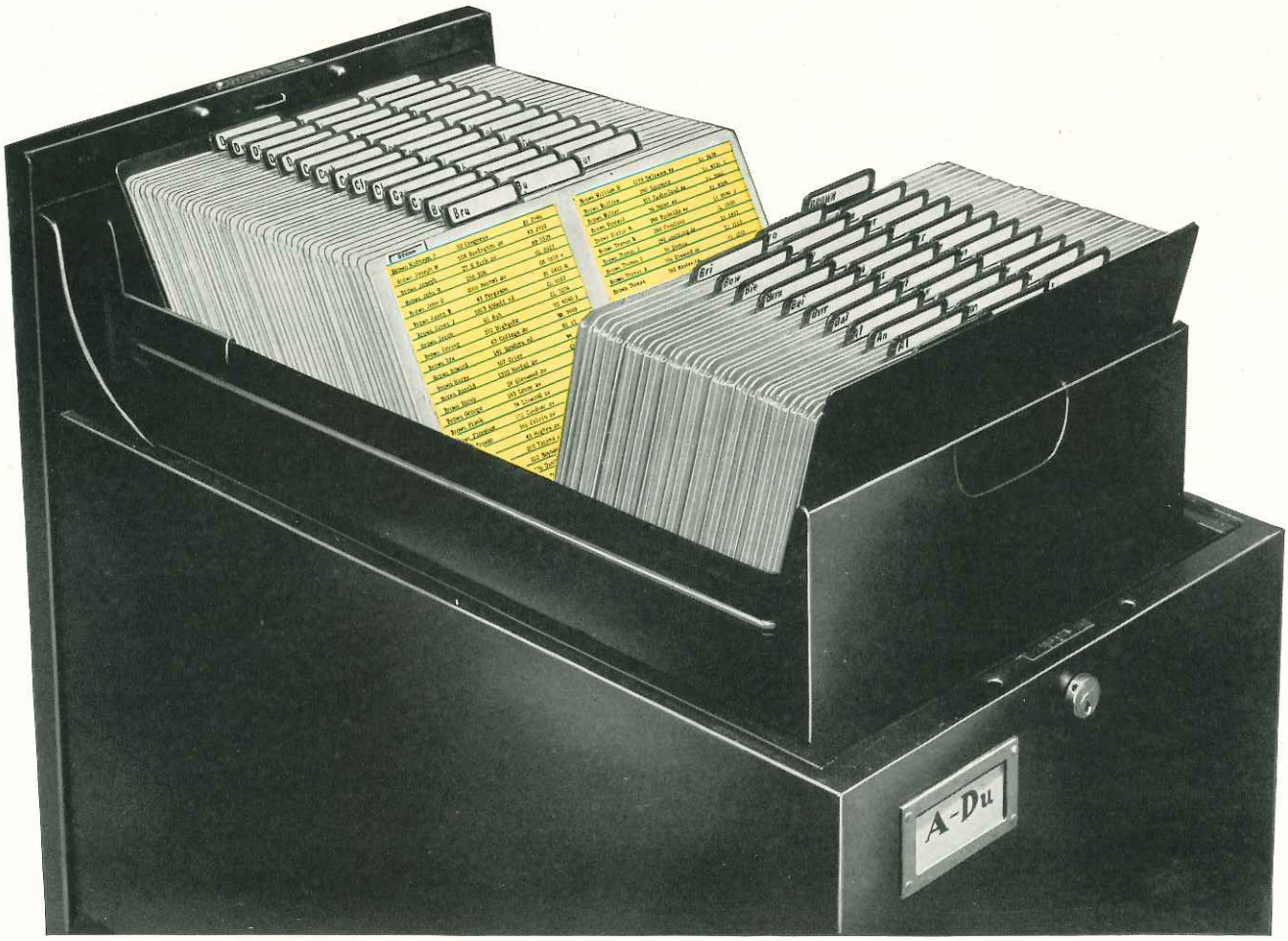
### Index Visible Ring Book Leaves

| Catalog Number | Size Leaf | CAPACITY Card Size | ¼" Exp. | 7/16" Exp. |
|---|---|---|---|---|
| 6514.5 | 14x5 | 5 x 1 9/16" | 92 | 52 |
| | | 5 x 2 1/8" | 86 | 50 |
| | | 5 x 3" | 80 | 44 |
| 6614.5 | 14x6 | Same capacities on three card depths as those above on 5" cards | | |
| | | 6 x 4" | 72 | 42 |
| 6814.5 | 14x8 | Same capacities on four card depths as those above on 5" and 6" cards | | |
| | | 8 x 5" | 64 | 36 |
| 6520.5 | 19x5 | 5 x 1 9/16" | 132 | 76 |
| | | 5 x 2 1/8" | 126 | 74 |
| | | 5 x 3" | 120 | 70 |
| 6620.5 | 19x6 | Same capacities on three card depths as those above on 5" cards | | |
| | | 6 x 4" | 112 | 66 |
| 6820.5 | 19x8 | Same capacities on four card depths as those above on 5" and 6" cards | | |
| | | 8 x 5" | 104 | 60 |

### Capacity of Index Visible Ring Books (Based using 8 pt. thickness cards)

| Card Height | ¼" VISIBILITY 14" Book Leaves | 14" Book Cards | 19" Book Leaves | 19" Book Cards | Card Height | 7/16" VISIBILITY 14" Book Leaves | 14" Book Cards | 19" Book Leaves | 19" Book Cards |
|---|---|---|---|---|---|---|---|---|---|
| 1 9/16" | 7 | 644 | 7 | 924 | 1 9/16" | 10 | 520 | 10 | 760 |
| 2 1/8" | 6 | 516 | 6 | 756 | 2 1/8" | 8 | 400 | 8 | 592 |
| 3" | 5 | 400 | 5 | 660 | 3" | 7 | 308 | 7 | 490 |
| 4" | 4 | 288 | 4 | 448 | 4" | 6 | 252 | 6 | 396 |
| 5" | 3 | 192 | 3 | 312 | 5" | 5 | 180 | 5 | 300 |

# INDEX VISIBLE FLEXO EQUIPMENT

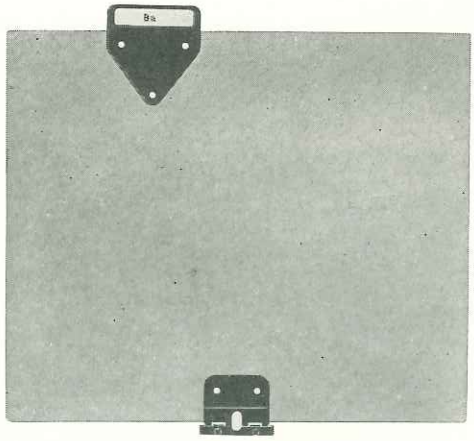



INDEX Visible Flexo equipment brings new flexibility to this highly elastic system of filing. Unlike the standard frame, Flexo runways are detachable—permitting easy transfer of cards without the use of mechanical devices. Each runway is a transfer implement in itself. All runways are interchangeable. Thus, cards may be moved from panel to panel—either in gangs or single units—with minimum expenditure of time.

Of equal importance, Flexo panels may be used in almost any type of vertical housing. Filed in ledger trays, they are easily consulted and readily moved from place to place in the office. Inserted in standard vertical files, they permit the economical consumption of excess filing space within your present equipment. Employed with tub desks, they accomplish a remarkably low-cost filing installation. Within SAFE-LEDGER-TRAYS, they are secure from the ravages of fire.

Panels are available in a wide variety of capacities. Ranging from four column panels to single column types—built to fit Index Visible cards 3½ to 9⅞ inches wide—you are assured of a combination that is particularly suited to your specific needs. You can have custom-made efficiency within the price range of standard reference equipment.

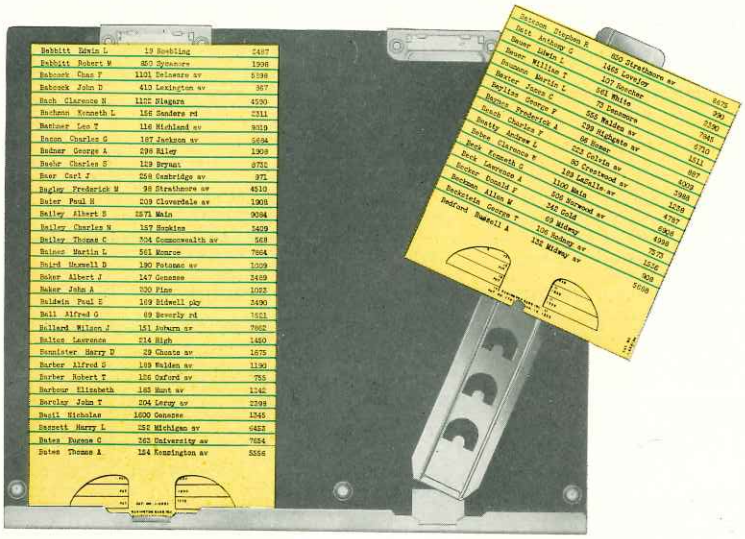
# INDEX VISIBLE FLEXO PANELS



Pressboard Guide with Armorclad Tab and Special Rod Tabs for Spacing

## Plastic Panel Used With Separate Pressboard Guide

UNLIKE the Index Visible Frame, the Flexo panel is equipped with a removable runway which permits transfer of cards in groups without the use of a transfer device. Panels are constructed of plastic, providing unusual strength and convenient lightness. In setting up a file, a series of sturdy pressboard guides with Armorclad Tabs are anchored to the center rod of the file drawer or tray by means of a metal eyelet. Between these guides, in their proper alphabetical location, the panels are placed in a vertical position. Strong, fast, and accurate, this method of housing Index Visible Flexo Panels assures complete reference efficiency.



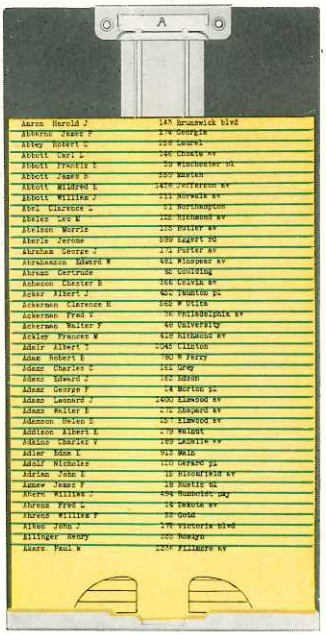
## Combination Plastic Panel and Guide

A UNIT in itself, this plastic panel serves the dual purpose of card housing and guide. It is formed from a new, extremely durable plastic material which permits hard usage over long periods of time without impaired efficiency. A specially developed neutral coloring resists handling soil and smudge.

The attached Armorclad Tab is an important speed factor since it eliminates the need for separate guides, and leads the hand directly to the desired panel. Combination Plastic panels may be housed in the new tub desks, in trays, or in standard file drawers.

# < < INDEX VISIBLE FLEXO EQUIPMENT

35064.510

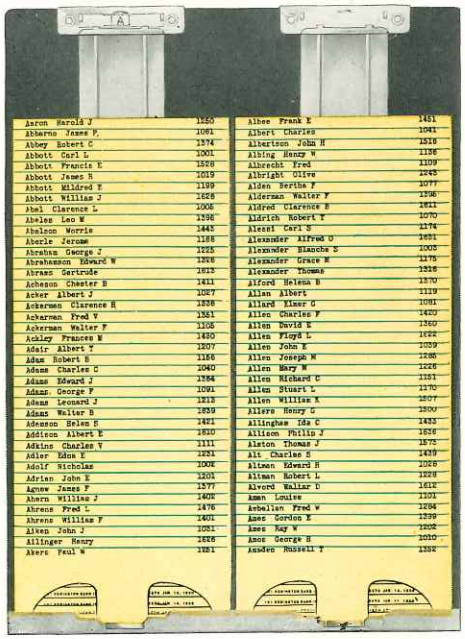


6″ x 11⅞″

For One Row of 6″ Cards

This panel is designed for use with the new Tub Desk. Like the other panels illustrated on this page, it offers over an inch and a half more filing capacity than the shorter panel used in other housing equipment.

34004.520

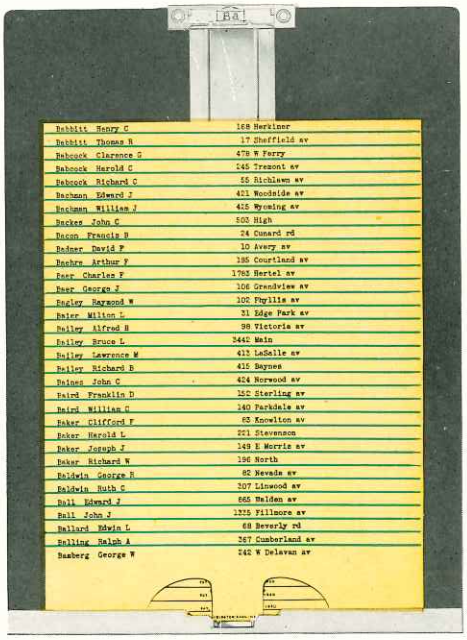


8½″ x 11⅞″

For 2 Rows of 4″ Cards

For housing indexes which require little more than the account's name and number, this double-row panel is the most economical. Placed in the new Tub Desks, an enormous number of accounts are brought together for instant, finger-tip reference.

38004.510



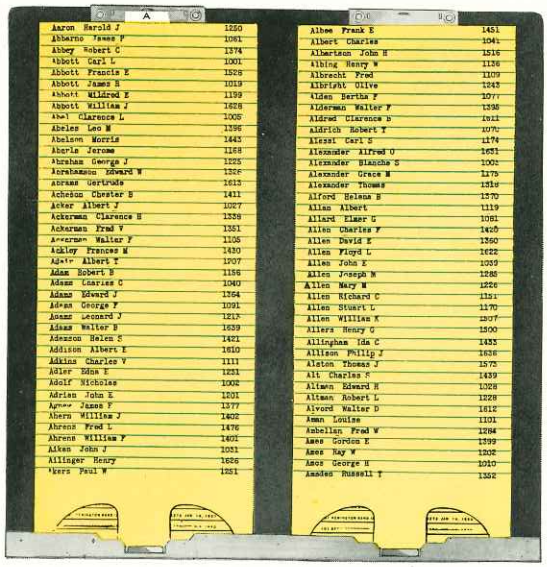
8½″ x 11⅞″

For 1 Row of 8″ Cards

Some indexes demand more than a skeleton outline of the account they refer to. Blueprint files, bin records, and similar applications require a rather complete description of the item in question. The large 8-inch card used with this panel accomplishes this purpose successfully.

# INDEX VISIBLE FLEXO PANELS

34104.520

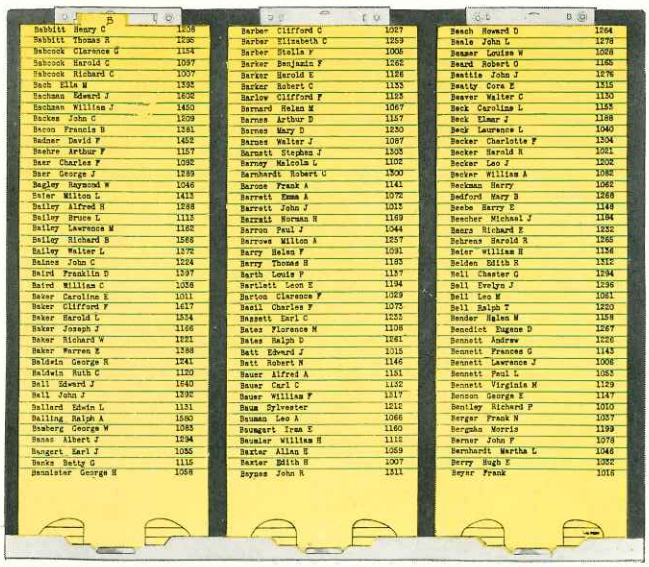


## 9⅞" Wide by 10 1/16" High

2 Rows 4" Cards

Designed to fit Index Visible Trays and Standard Aristocrat Files, these panels offer efficient, low-cost housing possibilities. The Ledger size illustrated above can be filed in almost any ledger equipment—files, trays, or SAFE-LEDGER-TRAYS.

33114.530

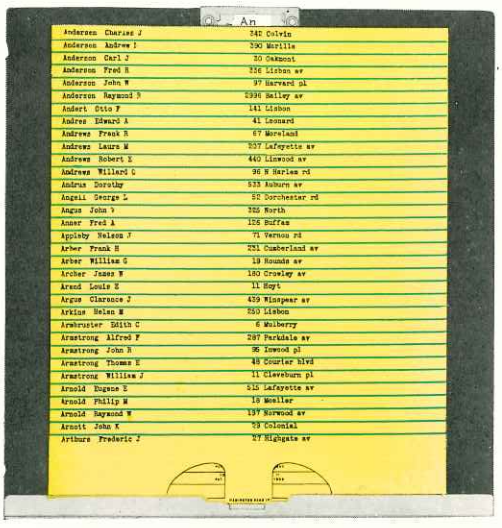


## 11⅞" Wide by 10 1/16" High

3 Rows 3½" Cards

The three rows of 3½-inch cards used with this panel offer increased housing capacity for indexes that require no more than an alphabetical arrangement of names with account numbers. It is contained in Letter Size equipment.

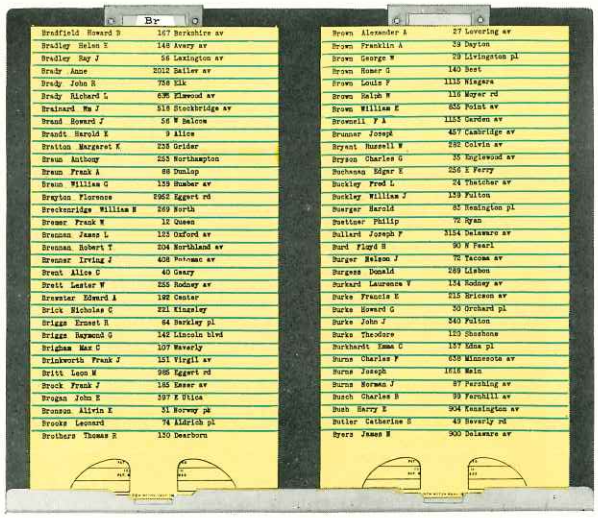
38104.510



## 9⅞" Wide by 10 1/16" High

1 Row 8" Cards

35114.520



## 11⅞" Wide by 10 1/16" High

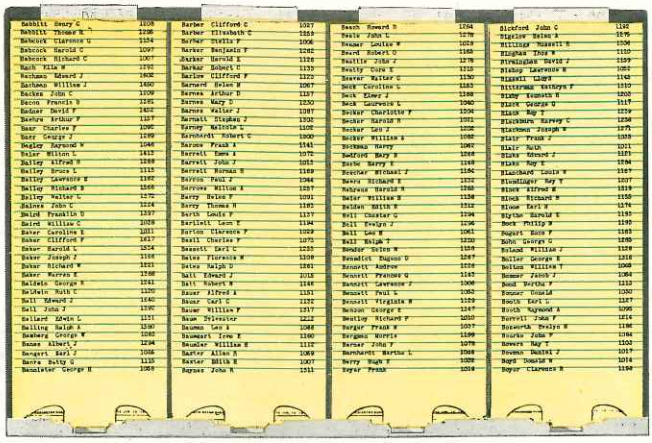
2 Rows 5" or 5¾" Cards

| Catalog Number | Panel Size W. | Panel Size H. | No. Runways | Description | Width of Card |
|---|---|---|---|---|---|
| *34104.520 | 9⅞ | 10 1/16 | 2 | Ledger Size | 4" |
| 38104.510 | 9⅞ | 10 1/16 | 1 | Ledger Size | 8" |
| *33114.530 | 11⅞ | 10 1/16 | 3 | Letter Size | 3½" |
| 35114.520 | 11⅞ | 10 1/16 | 2 | Letter Size | 5, 5¾" |

*Cards used on panels so indicated must be die-cut "Type A" or new intermediate style.

# INDEX VISIBLE FLEXO PANELS

33144.540

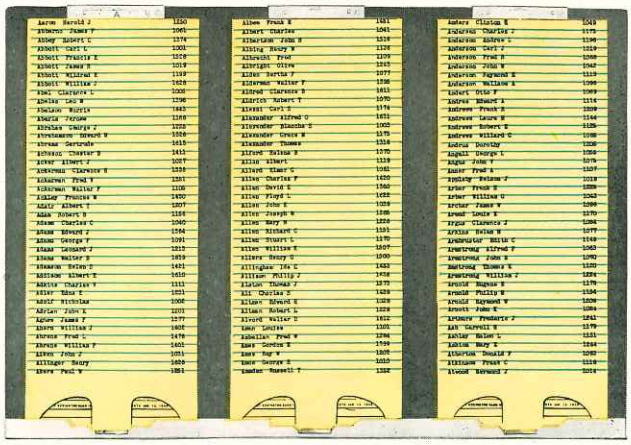


## 14¾" Wide by 10 1/16" High

4 Rows 3½" Cards

Four rows of 3½-inch Index Visible cards, the largest capacity offered in any standard Flexo equipment, may be housed on these aluminum panels. Designed to fit regular Legal Size files or trays, they offer maximum possibilities for space economy and low-cost maintenance.

34144.530

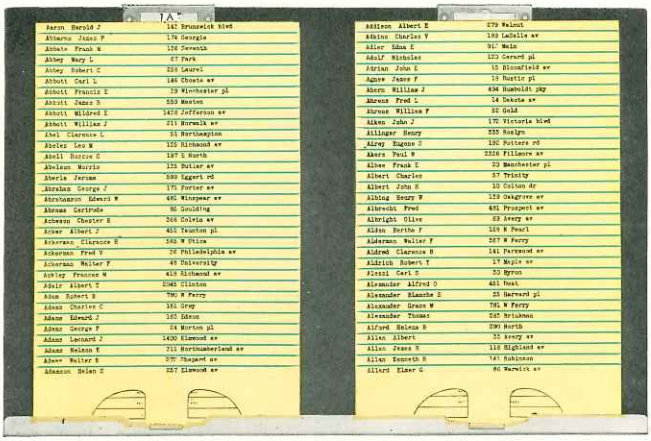


## 14¾" Wide by 10 1/16" High

3 Rows 4" Cards

The four-inch card used with this panel permits recording of name, address, and account number without crowding of information. The triple row offers increased housing capacity where filing space is limited. Reference is simple and instantaneous.

37144.520



## 14¾" Wide by 10 1/16" High

2 Rows 6" or 7" Cards

The six-inch card has been widely used in government indexes where supplementary information is needed for frequent reference. This two row panel fits our standard Legal filing equipment, and permits the entry of a large number of cards in a single housing.

37154.520

## 15" Wide by 10 1/16" High

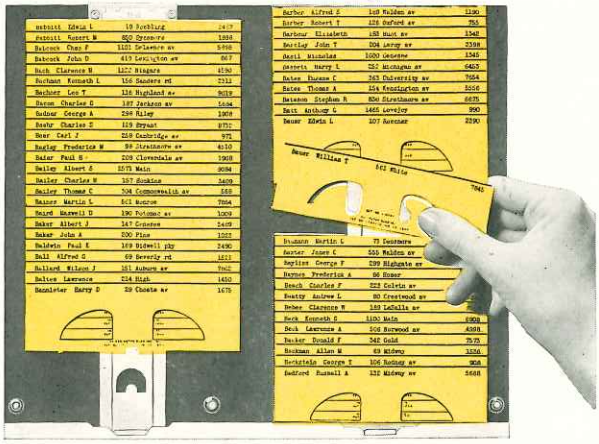
2 Rows 7⅜" W. Tab. Cards

The largest standard Index Visible card for double row housing—7⅜ inches—may be securely installed on this panel. Ideal for industrial files or art files where detailed information must be supplied, it has been adapted to innumerable commercial uses as well.

| Catalog Number | Panel Size W. | Panel Size H. | No. Runways | Description | Width of Card |
|---|---|---|---|---|---|
| *33144.540 | 14¾ | 10 1/16 | 4 | Legal Size | 3½" |
| *34144.530 | 14¾ | 10 1/16 | 3 | Legal Size | 4" |
| 37144.520 | 14¾ | 10 1/16 | 2 | Legal Size | 6, 7" |
| 37154.520 | 15 | 10 1/16 | 2 | Legal Size | 7⅜" Tab. |

*Cards used on panels so indicated must be die-cut "Type A" or new intermediate style.

# INDEX VISIBLE FLEXO OPERATIONS

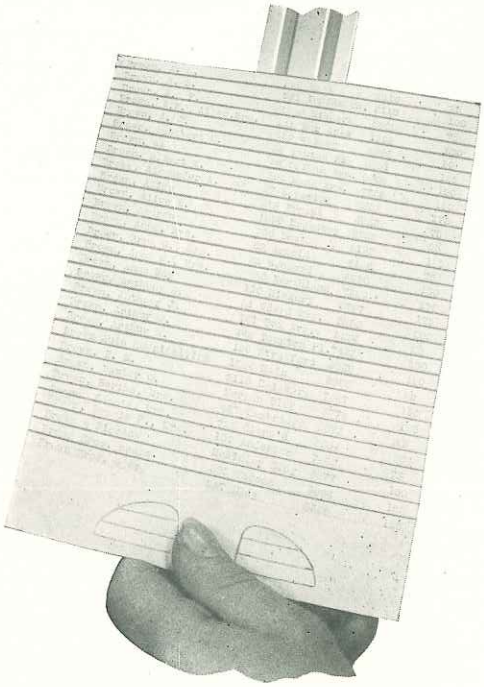


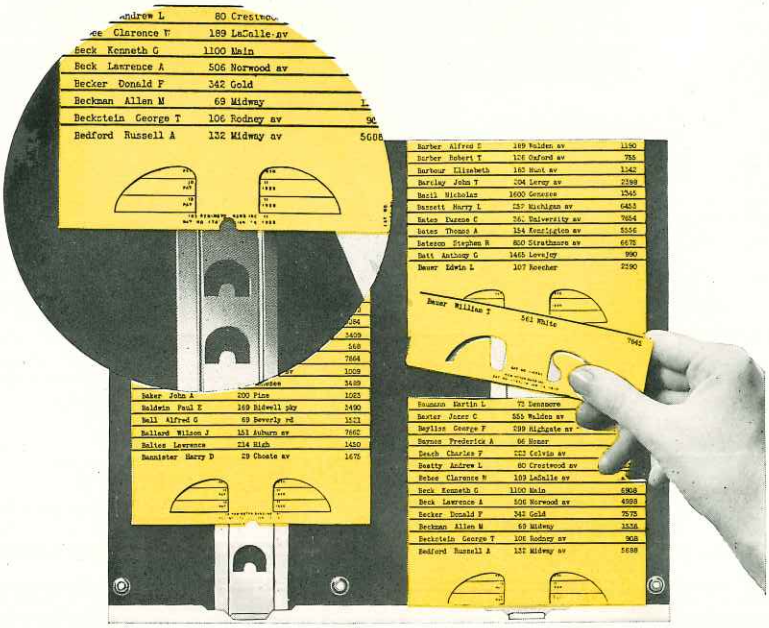
## Single Card Transfer

THE extreme speed and ease of transfer inherent in Index Visible Flexo equipment is a major low-cost operating feature. To insert a new card, you have but to slip your finger between the cards at the desired point on the panel, and button the die-cuts on the runway. The complete row then falls securely back into position. Removal of obsolete cards is accomplished with similar speed, and with no danger of disturbing other items on the panel.

## Group Card Transfer

RUNWAYS on Flexo panels are removable to facilitate group transfer of cards without the use of special transfer devices. The runway from which the cards are to be removed is held in the left hand. The runway to receive them is held in the right. When the two "tracks" are dovetailed one above the other, transfer is the simple process of sliding the right hand runway down into the cards on the other slide. All or any part of the cards may be removed in this single operation.




Beck Kenneth G 1100 Main
Beck Lawrence A 506 Norwood av
Becker Donald F 342 Gold
Beckman Allen M 69 Midway
Beckstein George T 106 Rodney av
Bedford Russell A 132 Midway av 5608

## Card Elevating Device

CARDS at the top of Flexo panels are somewhat more readily referred to than those at the bottom of the runway. This is particularly true of all vertical filing equipment. To facilitate reference when a panel is not full, the runways of Flexo panels have metal clips die-cut into the body of the runway to permit fastening of the bottom card at the highest possible point on the panel. An exclusive Index Visible Flexo feature!

# INDEX VISIBLE FLEXO CAPACITIES

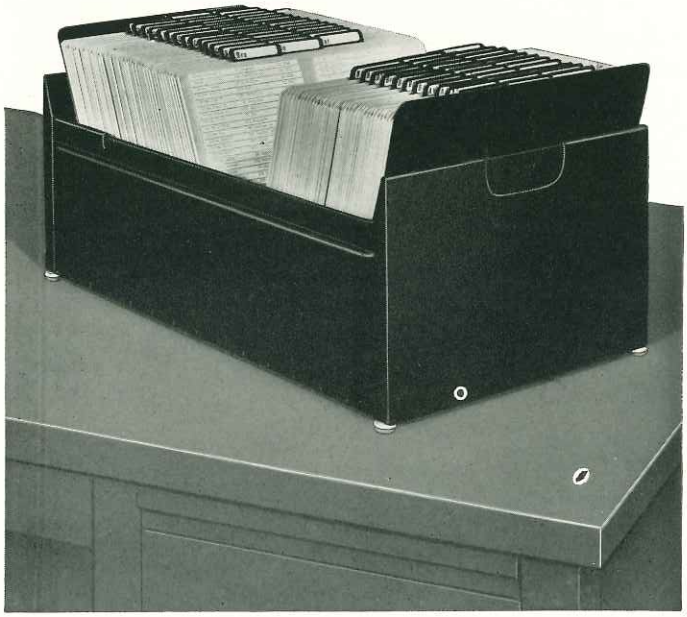
| Catalog Number | Card Height | Card Exp. | Card Capacity Per Panel | | No. of Panels Per Inch |
|---|---|---|---|---|---|
| | | | Max. | Starting | |
| **34004.520 for Cards 4″ Wide** | 1″ | 1/6 | 132 | 128 | 5.3 |
| | 1 9/16″ | 1/5 | 104 | 102 | 5.3 |
| | 1 9/16″ | 1/4 | 84 | 82 | 5.3 |
| | 1 9/16″ | 7/16 | 48 | 46 | 5.3 |
| | 2 1/8″ | 1/5 | 98 | 96 | 4.5 |
| | 2 1/8″ | 1/4 | 78 | 76 | 4.5 |
| | 2 1/8″ | 7/16 | 46 | 44 | 5.3 |
| **38004.510 for Cards 8″ Wide** | 1″ | 1/6 | 66 | 64 | 5.3 |
| | 1 9/16″ | 1/5 | 52 | 51 | 5.3 |
| | 1 9/16″ | 1/4 | 42 | 41 | 5.3 |
| | 1 9/16″ | 7/16 | 24 | 23 | 5.3 |
| | 2 1/8″ | 1/5 | 49 | 48 | 4.5 |
| | 2 1/8″ | 1/4 | 39 | 38 | 4.5 |
| | 2 1/8″ | 7/16 | 23 | 22 | 5.3 |
| | 3″ | 1/5 | 44 | 43 | 4.0 |
| | 3″ | 1/4 | 35 | 34 | 4.0 |
| | 3″ | 7/16 | 21 | 20 | 5.3 |
| | 4″ | 1/5 | 39 | 38 | 3.2 |
| | 4″ | 1/4 | 31 | 30 | 3.5 |
| | 4″ | 7/16 | 19 | 18 | 4.5 |
| | 5″ | 1/5 | 34 | 33 | 3.2 |
| | 5″ | 1/4 | 27 | 26 | 3.2 |
| | 5″ | 7/16 | 16 | 15 | 4.0 |
| **34104.520 for Cards 4″ Wide** | 1″ | 1/6 | 108 | 104 | 5.3 |
| | 1 9/16″ | 1/5 | 84 | 82 | 5.3 |
| | 1 9/16″ | 1/4 | 68 | 66 | 5.3 |
| | 1 9/16″ | 7/16 | 44 | 42 | 5.3 |
| | 2 1/8″ | 1/5 | 78 | 76 | 4.5 |
| | 2 1/8″ | 1/4 | 64 | 62 | 4.5 |
| | 2 1/8″ | 7/16 | 38 | 36 | 5.3 |
| **33144.540 for Cards 3½″ Wide** | 1 9/16″ | 1/5 | 168 | 164 | 5.3 |
| | 1 9/16″ | 1/4 | 136 | 132 | 5.3 |
| | 1 9/16″ | 7/16 | 88 | 84 | 5.3 |
| **34144.530 for Cards 4″ Wide** | 1″ | 1/6 | 162 | 156 | 5.3 |
| | 1 9/16″ | 1/5 | 126 | 123 | 5.3 |
| | 1 9/16″ | 1/4 | 102 | 99 | 5.3 |
| | 1 9/16″ | 7/16 | 66 | 63 | 5.3 |
| | 2 1/8″ | 1/5 | 117 | 114 | 4.5 |
| | 2 1/8″ | 1/4 | 96 | 93 | 4.5 |
| | 2 1/8″ | 7/16 | 57 | 54 | 5.3 |
| **35064.510 for Cards 5 or 5¾″ Wide** | 1″ | 1/6 | 66 | 64 | 5.3 |
| | 1 9/16″ | 1/5 | 52 | 51 | 5.3 |
| | 1 9/16″ | 1/4 | 42 | 41 | 5.3 |
| | 1 9/16″ | 7/16 | 24 | 23 | 5.3 |
| | 2 1/8″ | 1/5 | 49 | 48 | 4.5 |
| | 2 1/8″ | 1/4 | 39 | 38 | 4.5 |
| | 2 1/8″ | 7/16 | 23 | 22 | 5.3 |
| | 3″ | 1/5 | 44 | 43 | 4.0 |
| | 3″ | 1/4 | 35 | 34 | 4.0 |
| | 3″ | 7/16 | 21 | 20 | 5.3 |
| | 4″ | 1/5 | 39 | 38 | 3.2 |
| | 4″ | 1/4 | 31 | 30 | 3.5 |
| | 4″ | 7/16 | 19 | 18 | 4.5 |

| Catalog Number | Height Card | Exp. Card | Card Capacity Per Panel | | No. of Panels Per Inch |
|---|---|---|---|---|---|
| | | | Max. | Starting | |
| **38104.510 for Cards 8″ Wide** | 1″ | 1/6 | 54 | 52 | 5.3 |
| | 1 9/16″ | 1/5 | 42 | 41 | 5.3 |
| | 1 9/16″ | 1/4 | 34 | 33 | 5.3 |
| | 1 9/16″ | 7/16 | 22 | 21 | 5.3 |
| | 2 1/8″ | 1/5 | 39 | 38 | 4.5 |
| | 2 1/8″ | 1/4 | 32 | 31 | 4.5 |
| | 2 1/8″ | 7/16 | 19 | 18 | 5.3 |
| | 3″ | 1/5 | 35 | 34 | 4.0 |
| | 3″ | 1/4 | 28 | 27 | 4.0 |
| | 3″ | 7/16 | 17 | 16 | 5.3 |
| | 4″ | 1/5 | 30 | 29 | 3.2 |
| | 4″ | 1/4 | 24 | 23 | 3.5 |
| | 4″ | 7/16 | 14 | 13 | 4.5 |
| | 5″ | 1/5 | 25 | 24 | 3.2 |
| | 5″ | 1/4 | 20 | 19 | 3.2 |
| | 5″ | 7/16 | 12 | 11 | 4.0 |
| **33114.530 for Cards 3½″ Wide** | 1 9/16″ | 1/5 | 126 | 123 | 5.3 |
| | 1 9/16″ | 1/4 | 102 | 99 | 5.3 |
| | 1 9/16″ | 7/16 | 66 | 63 | 5.3 |
| **35114.520 for Cards 5 or 5¾″ Wide** | 1″ | 1/6 | 108 | 104 | 5.3 |
| | 1 9/16″ | 1/5 | 84 | 82 | 5.3 |
| | 1 9/16″ | 1/4 | 68 | 66 | 5.3 |
| | 1 9/16″ | 7/16 | 44 | 42 | 5.3 |
| | 2 1/8″ | 1/5 | 78 | 76 | 4.5 |
| | 2 1/8″ | 1/4 | 64 | 62 | 4.5 |
| | 2 1/8″ | 7/16 | 38 | 36 | 5.3 |
| | 3″ | 1/5 | 70 | 68 | 4.0 |
| | 3″ | 1/4 | 56 | 54 | 4.0 |
| | 3″ | 7/16 | 34 | 32 | 5.3 |
| | 4″ | 1/5 | 60 | 58 | 3.2 |
| | 4″ | 1/4 | 48 | 46 | 3.5 |
| | 4″ | 7/16 | 28 | 26 | 4.5 |
| **37144.520 for Cards 6 or 7″ Wide** | 1″ | 1/6 | 108 | 104 | 5.3 |
| | 1 9/16″ | 1/5 | 84 | 82 | 5.3 |
| | 1 9/16″ | 1/4 | 68 | 66 | 5.3 |
| | 1 9/16″ | 7/16 | 44 | 42 | 5.3 |
| | 2 1/8″ | 1/5 | 78 | 76 | 4.5 |
| | 2 1/8″ | 1/4 | 64 | 62 | 4.5 |
| | 2 1/8″ | 7/16 | 38 | 36 | 5.3 |
| | 3″ | 1/5 | 70 | 68 | 4.0 |
| | 3″ | 1/4 | 56 | 54 | 4.0 |
| | 3″ | 7/16 | 34 | 32 | 5.3 |
| | 4″ | 1/5 | 60 | 58 | 3.2 |
| | 4″ | 1/4 | 48 | 46 | 3.5 |
| | 4″ | 7/16 | 28 | 26 | 4.5 |
| | 5″ | 1/5 | 50 | 48 | 3.2 |
| | 5″ | 1/4 | 40 | 38 | 3.2 |
| | 5″ | 7/16 | 24 | 22 | 4.0 |

All Capacities based on use of 10 pt. Cards. Capacities will be relatively the same if 8 pt. thickness Cards are used.

# INDEX VISIBLE FLEXO TRAY AND BASE

## A Speedy Visible Card Reference Recrod



### USES

1. Alphabetical Index to Account Numbers
2. Association Membership Index
3. Bank Index Records
4. Blueprint Index
5. Cost Index
6. Government Indexes
7. Hospital Index
8. Insurance Company Indexes

HERE is visible record equipment that gives you all the advantages of Index Visible—and something more,—portability, extra housing flexibility, and protection of records against dust and dirt, and even fire, if desired.

The Index Visible cards are held by runways on plastic panels, or on combination panels and guides. Panels are housed in light but strong and durable steel trays, and may be inserted or removed in an instant. Spacing lugs on the bottoms of the metal tab pressboard guides permit the panels to drop snugly into their proper place.

Every feature of the base contributes to the fast and easy operation of the unit. Perfectly balanced, modern in design, compact in size and light in weight, it is heavy duty equipment precision built to give years of satisfactory service. Only the finest steel is used throughout.

The cover, an integral part of the unit, swings up and back within its own length, so that no extra room is required to open the unit for reference. It is equipped with a paracentric lock instead of the usual cabinet type. The unit can be moved about quietly on casters of hard rubber. To facilitate transfer in cramped quarters rear wheels are swivel type and the front wheels fixed. A positive brake, operated by a foot lever, locks the wheels and prevents "creeping" while the tray is in use.

The base can be raised or lowered at two inch intervals for sitting or standing position, permitting adjustment to suit the operator's convenience.

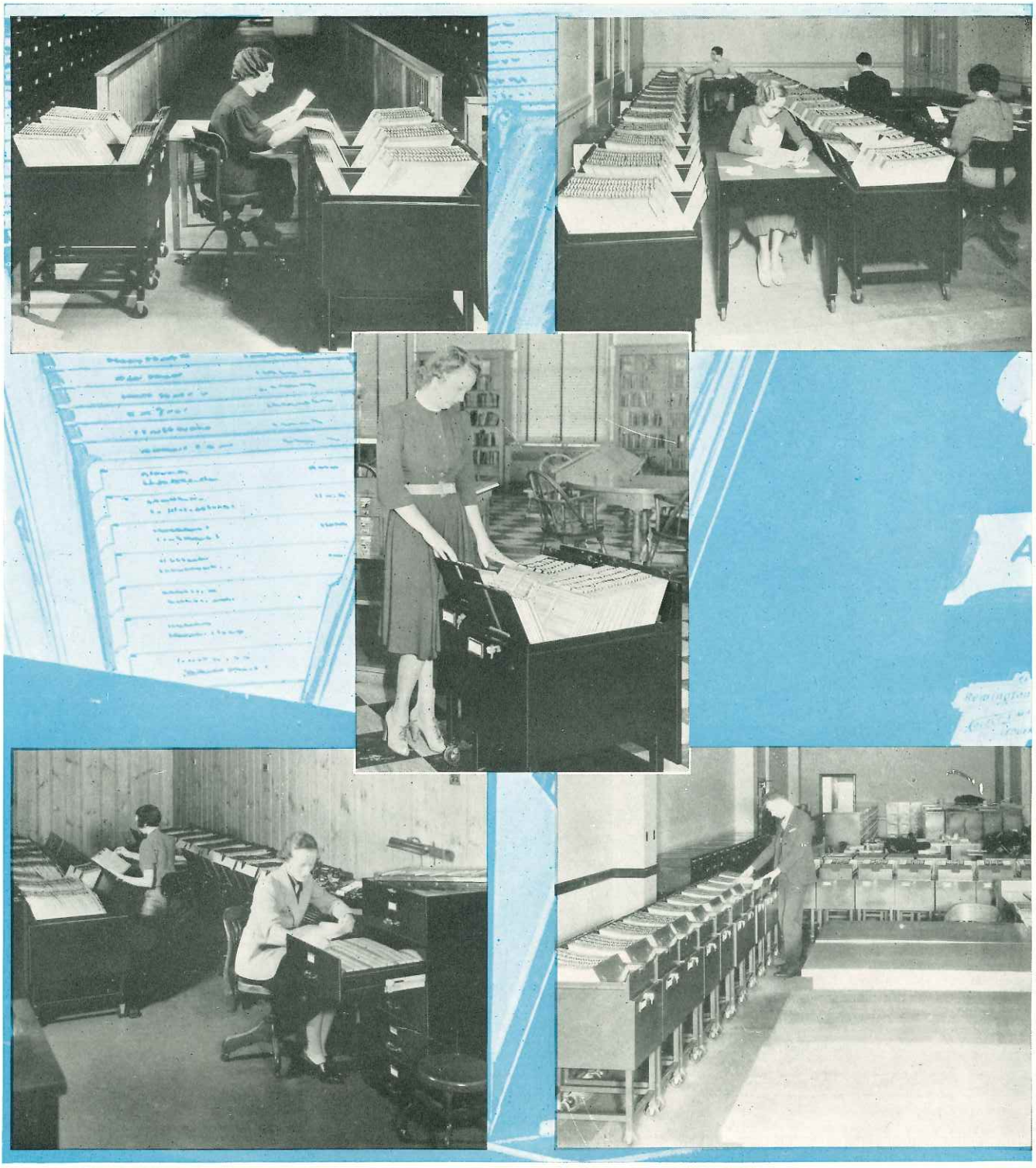
A number of units may be grouped to place great card capacities at the command of one operator. Six units, for instance, can carry as many as 56,000 cards, and the operator seated at these units, without moving from her chair, has access to every card in each unit. Since the index to every panel is visible, desired information may be located with a glance. References or postings may be made from morning until night without physical strain and fatigue. There are no drawers or trays to pull out or push in, no heavy bulky equipment to handle.

**INDEX VISIBLE FLEXO COMBINATION TRAY AND BASE**

| Cat. No. | DESCRIPTION | To House Insert Tray No. | Outside Overall W. | Outside Overall H. | Outside Overall D. | Panel Size | Panel Capacity Guide Spacer Size $\frac{3}{16}$ | | $\frac{1}{4}$ | | $\frac{5}{16}$ |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 73101.5 | For Led. Size Panels | 12311.5 | $12\frac{7}{8}$ | $32\frac{5}{8}$ | $24\frac{1}{2}$ | $9\frac{7}{8}$x$10\frac{1}{16}$ | 93 | 80 | 70 | 62 | 56 |
| 73121.5 | For Let. Size Panels | 12321.5 | $14\frac{7}{8}$ | $32\frac{5}{8}$ | $24\frac{1}{2}$ | $11\frac{7}{8}$x$10\frac{1}{16}$ | 93 | 80 | 70 | 62 | 56 |
| 73151.5 | For Leg. Size Panels | 12331.5 | $17\frac{7}{8}$ | $32\frac{5}{8}$ | $24\frac{1}{2}$ | $14\frac{3}{4}$x$10\frac{1}{16}$ | 93 | 80 | 70 | 62 | 56 |

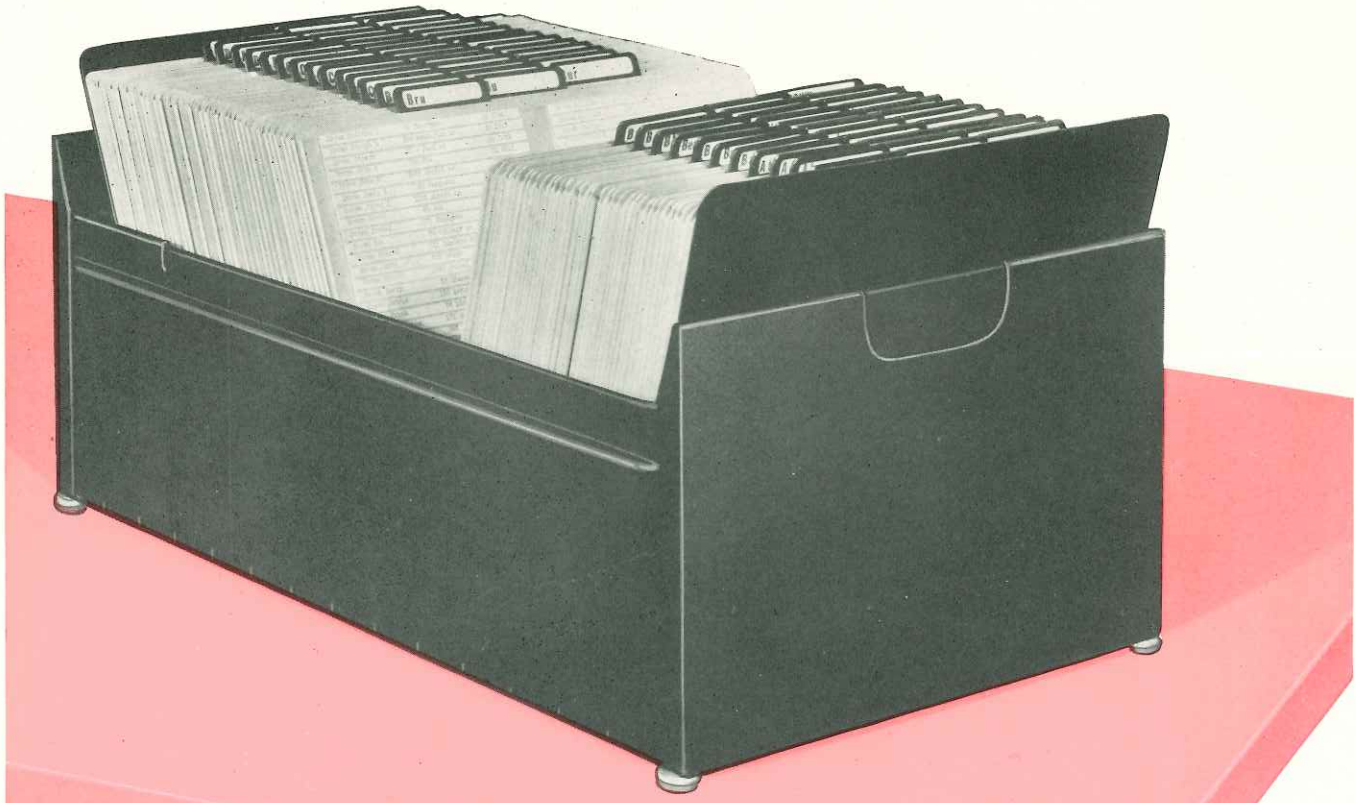
# INSTALLATIONS

## Adaptable for Small or Large Reference Records



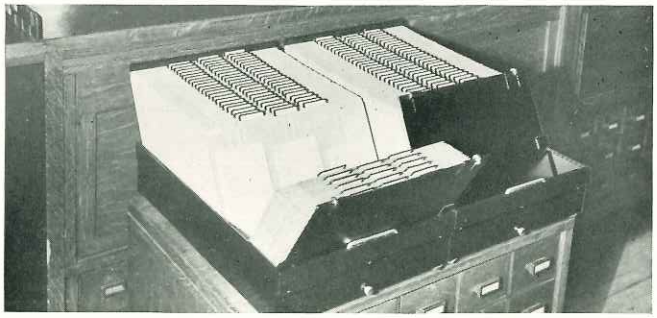
## Index Visible Flexo Helps Lower Operating Cost

# INDEX VISIBLE FLEXO TRAY



While this tray is identical to that offered in the combined tray and base, separate purchase permits considerable saving. Special angle plates at front and rear of tray provide a generous "V"-shaped working space when the tray is in use. The back plate is adjustable for compression or expansion of panels. Felt feet on the floor of the tray guard against marring the most highly polished desk.

Three sizes are available—ledger, legal, and letter—to fit your individual need. The attractive Gray-Rite finish is standard.



**INDEX VISIBLE FLEXO INSERT TRAY**

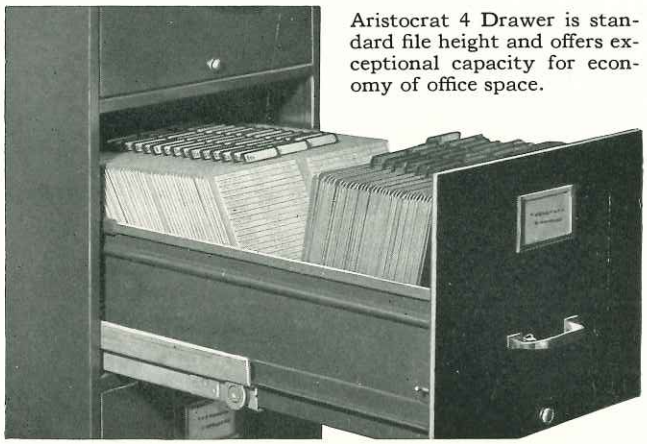
| Catalog Number | DESCRIPTION | For Panels Size | Outside Overall W. | Outside Overall H. | Outside Overall D. | Panel Size | Panel Capacity Guide Spacer Size 3/16 | 7/32 | 1/4 | 9/32 | 5/16 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **12311.5** | Insert Tray for No. 73101.5 | Ledger | 10 9/16 | 4 1/2 | 22 9/16 | 9 7/8 x 10 1/16 | 93 | 80 | 70 | 62 | 56 |
| **12321.5** | Insert Tray for No. 73121.5 | Letter | 12 9/16 | 4 1/2 | 22 9/16 | 11 7/8 x 10 1/16 | 93 | 80 | 70 | 62 | 56 |
| **12331.5** | Insert Tray for No. 73151.5 | Legal | 15 1/2 | 4 1/2 | 22 9/16 | 14 3/4 x 10 1/16 | 93 | 80 | 70 | 62 | 56 |

# INDEX VISIBLE FLEXO EQUIPMENT IN II, III AND IV DRAWER FILES

Aristocrat 2 Drawer is desk height, permitting perfect surface alignment when placed next to the operator's desk.

Aristocrat 3 Drawer is counter height and is available with linoleum top—providing an ideal counter when grouped in batteries.

Aristocrat 4 Drawer is standard file height and offers exceptional capacity for economy of office space.



**ARISTOCRAT II***

| Catalog Number | DESCRIPTION | DIMENSIONS | | | |
|---|---|---|---|---|---|
| | | Outside Wid. | INSIDE W. | INSIDE H. | Filing Depth |
| 22012.4 | LETTER SIZE 2 Drawers—with Follower Blocks, incl. leg base | 14⅞ | 12¼ | 10¾ | 26⅛ |
| 22212.4 | LEGAL SIZE | 18⅛ | 15½ | 10¾ | 26⅛ |

*Adapters for Flexo Panels to be ordered separately.

**ARISTOCRAT IV***

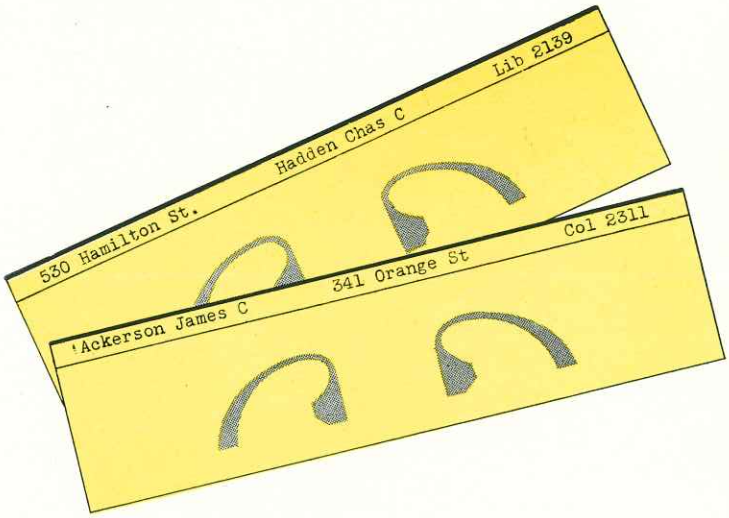
| Catalog Number | DESCRIPTION | DIMENSIONS | | | |
|---|---|---|---|---|---|
| | | Outside Width | INSIDE W. | INSIDE H. | Filing Depth |
| 24014.4 | LETTER SIZE 4-Drawer with Follower Blocks | 14⅞ | 12¼ | 10¾ | 26⅛ |
| 24214.4 | LEGAL SIZE 4-Drawer with Follower Blocks | 18⅛ | 15½ | 10¾ | 26⅛ |
| 24613.4 | LEDGER SIZE 3-Drawer with Follower Blocks | 14 15/16 | 12 5/16 | 14⅞ | 26⅛ |

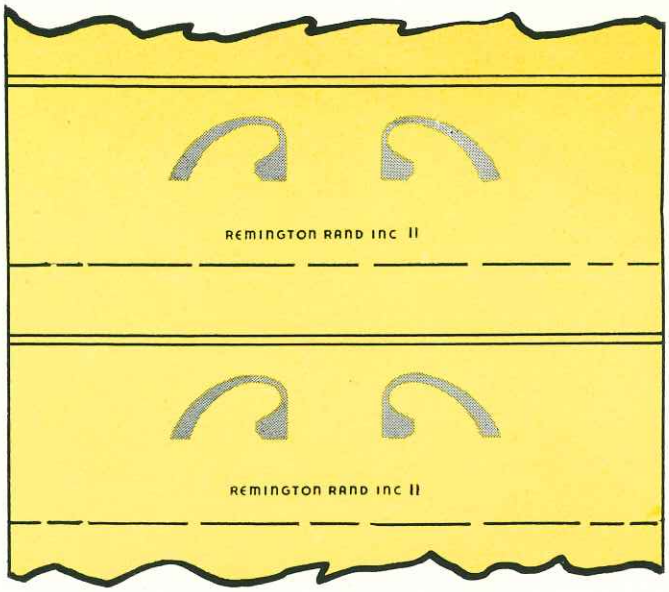
**ARISTOCRAT III***

| | | | | | |
|---|---|---|---|---|---|
| 23013.4 | LETTER SIZE 3-Drawer with Follower Blocks | 14⅞ | 12¼ | 10¾ | 26⅛ |
| 23213.4 | LEGAL SIZE 3-Drawer with Follower Blocks | 18⅛ | 15½ | 10¾ | 26⅛ |

*Adapters for Flexo Panels to be ordered separately.

# INDEX VISIBLE CARDS SIGNALS AND SUPPLIES

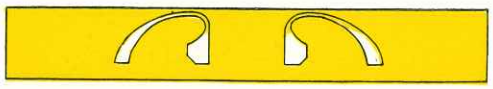



INDEX Visible Cards are precision cut from fine quality Parchment Grade 100% Rag Stock. The openings are accurately placed to within a thousandth of an inch, assuring perfect alignment of all cards when buttoned to the panels. Index Visible cards come in strips, either perforated or un-perforated, to facilitate typing of information on the narrow edges. Single cards may be obtained as well. White, buff, blue, salmon, and cherry are standard colors—permitting instantaneous reference to those accounts carrying a contrasting color to the general file.

As an economy feature, where the index is not subject to heavy use, Reference Grade card stock is recommended. This may be obtained at a considerable reduction in cost when purchase is made in lots of 10,000 or more.

## Elevating Cards

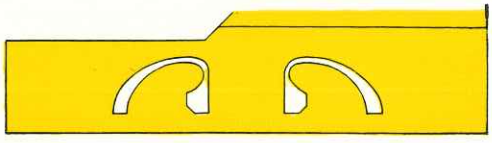


It is sometimes necessary to provide more than one line of typing space when long names or double addresses are recorded on a card. Elevating cards can be buttoned immediately under the particular card requiring this treatment. They remain invisible but provide the necessary additional space.

## Signal Cards

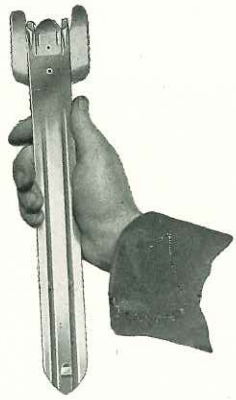
Signal cards are used to flash unusual conditions that must not be overlooked in treating the accounts recorded in the index. "Stop credit" warnings, out-of-stock information, out-of-file markers—any of a great number of possibilities for time-saving are offered in the visible signal card.

## Change of Address Cards

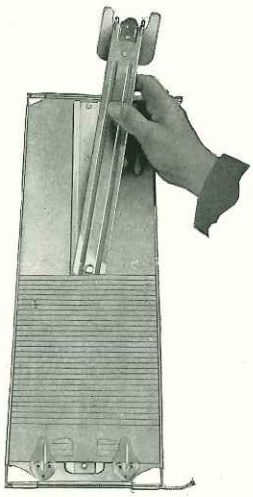


Customers frequently make temporary change of address or phone number during the summer, or while on vacations. Because this condition is only short-run, complete change of cards and subsequent return to the original address later on, is impractical. These cards cover only the address or phone number, and may be inserted or removed with complete ease. The old address is retained, as well, for reference purposes.

# INDEX VISIBLE TRANSFER STRIPS

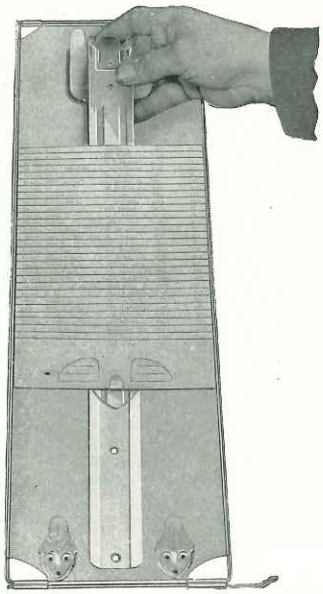


1 This is the Transfer Strip. Simple to use, it makes group card transfers a matter of seconds.

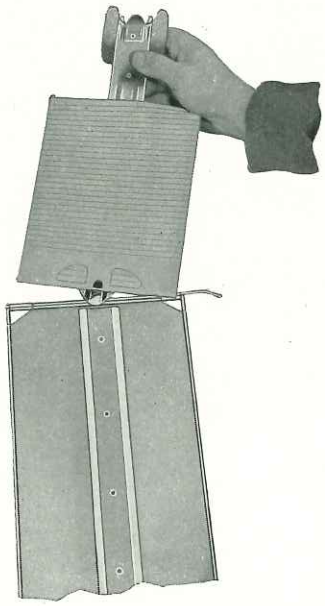


2 Simply slide the Transfer Strip down the runway of the Index Visible Frame behind the group of cards to be transferred.

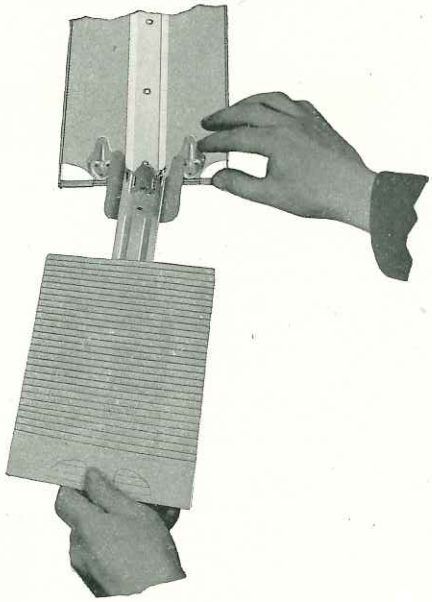
THE Index Visible Transfer Strip provides a ready means of transferring cards in groups. One of the fastest and simplest Transfer Systems ever devised, it is one of the greatest advantages of Index Visible. Congestion can be relieved at any point without disturbing the rest of the list.



3 Metal clip at the lower end of the Transfer Strip hooks over the bottom card of the group to be transferred.



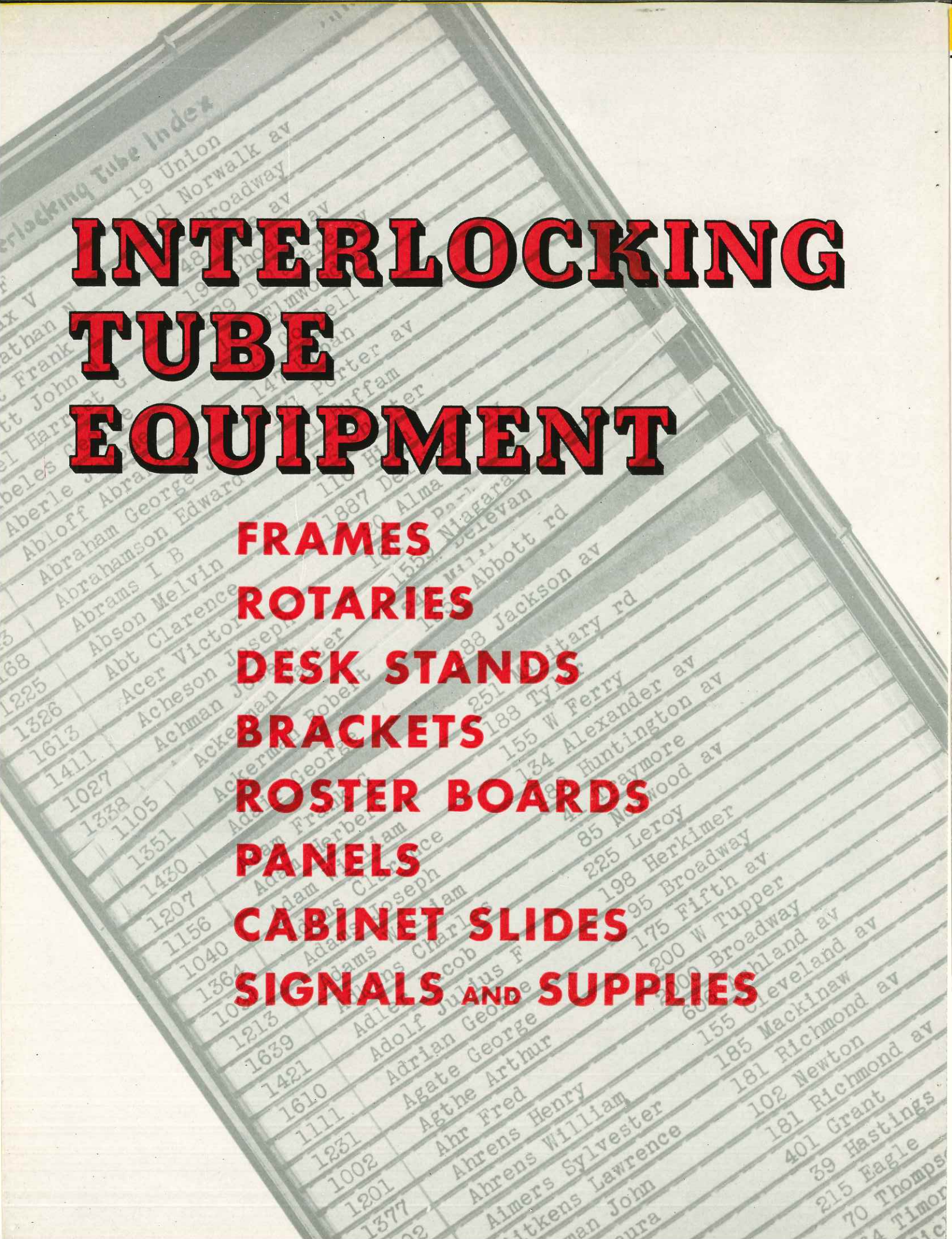
4 Slide the Transfer Strip up the runway. Now the whole group of cards is securely buttoned on the Transfer Strip.



5 Dove-tail the Strip with the runway on another Frame and slide the group of cards upward to complete the transfer.

## Index Visible Transfer Strips

| Catalog Number | DESCRIPTION |
|---|---|
| TS 4 | Transfer Strip for Baby Die Cut IVI Cards |
| TS 6 | Transfer Strip for 5 inch and 6 inch IVI Cards |
| TS 8 | Transfer Strip for 7 inch and 8 inch IVI Cards |



# INTERLOCKING TUBE EQUIPMENT

## FRAMES
## ROTARIES
## DESK STANDS
## BRACKETS
## ROSTER BOARDS
## PANELS
## CABINET SLIDES
## SIGNALS AND SUPPLIES

"BUILT TO TAKE A BEATING"—here's the keynote of Interlocking Tube Equipment. Designed to house the cross index or reference list of a *permanent* character, this *protected* equipment will withstand constant handling without showing soil. Automobile Clubs, Banks, factories with large personnel lists, insurance companies—all are enthusiastic users of the Interlocking Tube principle.

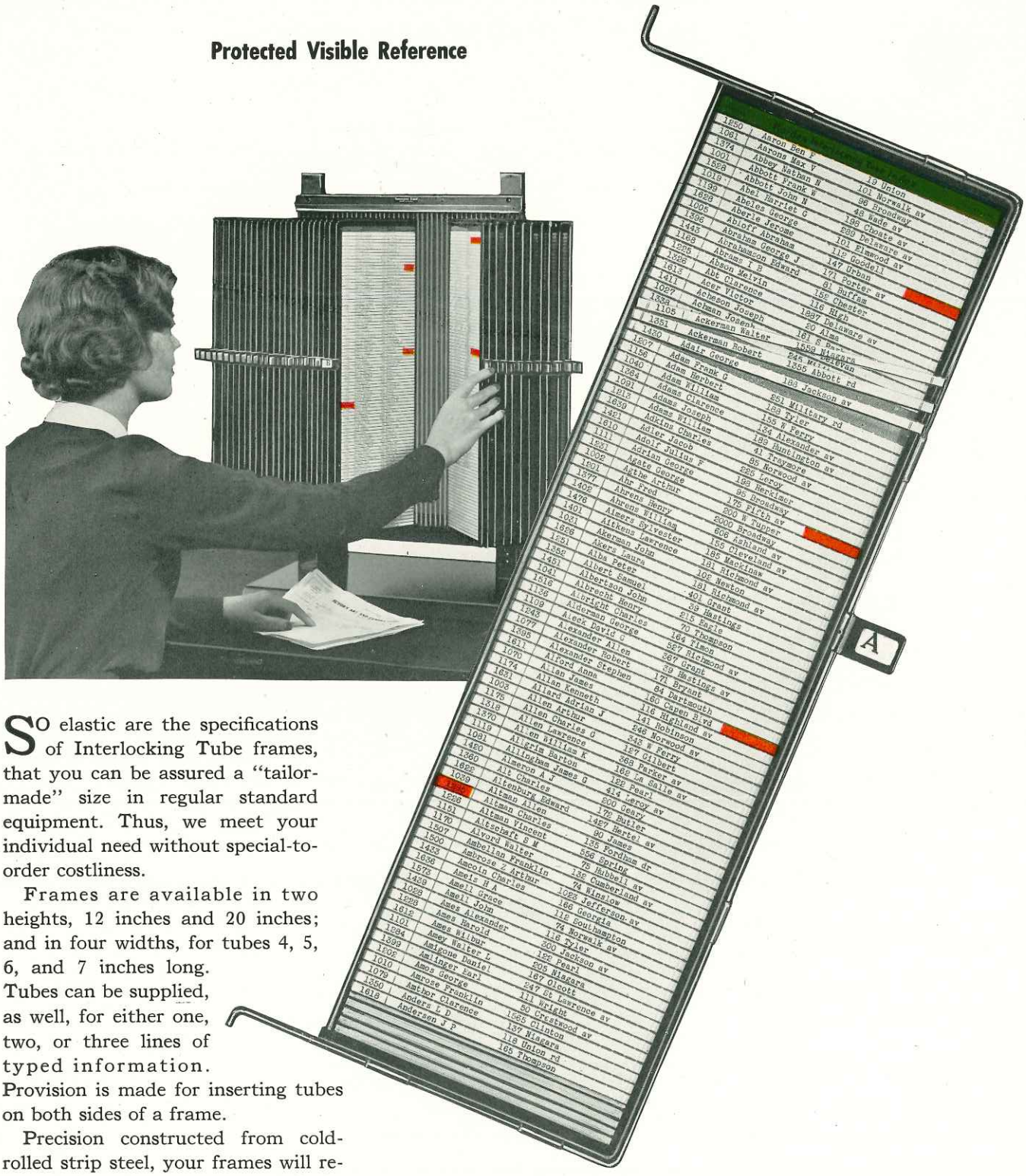
In addition to unique durability, it offers a compact housing system that brings thousands of names immediately before the eye and directly beneath the finger-tips. Not only is office space saved, but reference time is cut to an absolute minimum.

Its principle is simple. Scored strips of paper are typed with necessary information, then separated and inserted in flexible tubes of transparent celluloid. These are flexed and spring beneath the side flanges of the Interlocking Tube frame. Tubes are available for indexing, one, two, or three lines of typed information, and in lengths that range from four to seven inches. A variety of housings are supplied—assuring the proper arrangement for your particular needs.

Interlocking tube equipment is but another item in Remington Rand's extensive line of indexing media. Each of the many variations we offer has several installation possibilities—but only *one* is the *completely* correct one for your problem. Only one meets *every* demand for absolute efficiency. Knowing all methods, and *supplying* all methods, we are in an ideal position to recommend the proper application for your requirements.

# INTERLOCKING TUBE FRAMES

**Protected Visible Reference**



So elastic are the specifications of Interlocking Tube frames, that you can be assured a "tailor-made" size in regular standard equipment. Thus, we meet your individual need without special-to-order costliness.

Frames are available in two heights, 12 inches and 20 inches; and in four widths, for tubes 4, 5, 6, and 7 inches long. Tubes can be supplied, as well, for either one, two, or three lines of typed information. Provision is made for inserting tubes on both sides of a frame.

Precision constructed from cold-rolled strip steel, your frames will retain their original rigidity indefinitely. A securely fastened, clearly legible index tab is affixed to the edge of the frame at the proper height to facilitate reference. The flanges are provided in adequate depth to assure the security of the inserted tubes without infringing upon the visibility of the face.

Each frame is finished in a high quality, black, chip-resisting enamel, which is baked on to insure smudgless handling and long wear.

SEE PAGE 54
FOR SPECIFICATIONS

# TYPEWRITING TUBE INSERTS

## A Panel Full At One Operation

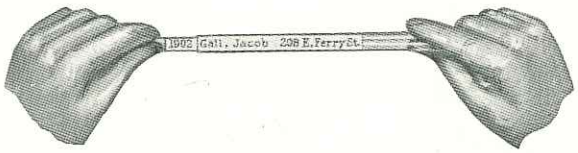
INTERLOCKING Tube Inserts are provided in perforated sheets that hold from 25 to 50 inserts, depending upon their size. Never more than seven inches wide, these sheets are easily placed in a standard typewriter for *group typing*. Strips supplied have a thin red line running the length of the sheet, about one inch from the left edge, making uniform spacing of information a simple matter. A neat, easy-to-read appearance is assured.

When the inserts have been typed, they are separated along the perforated lines and installed in transparent celluloid tubes. These tubes come in three sizes, to fit either the one, two, or three line inserts. Tubes and inserts have the same overall length to facilitate this process.

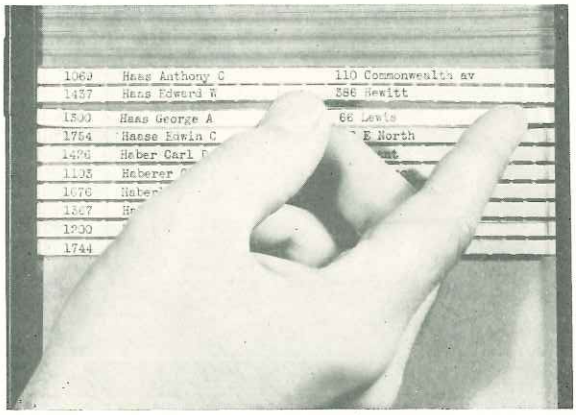
As each tube is finished, it is placed in its proper place on the frame. By flexing the tube and insert slightly, it can be readily snapped beneath the side flanges that run vertically on the frames. The frames are finally returned to the file housing.

Thus, you have an easily accessible, carefully protected, and compactly housed index or reference list.

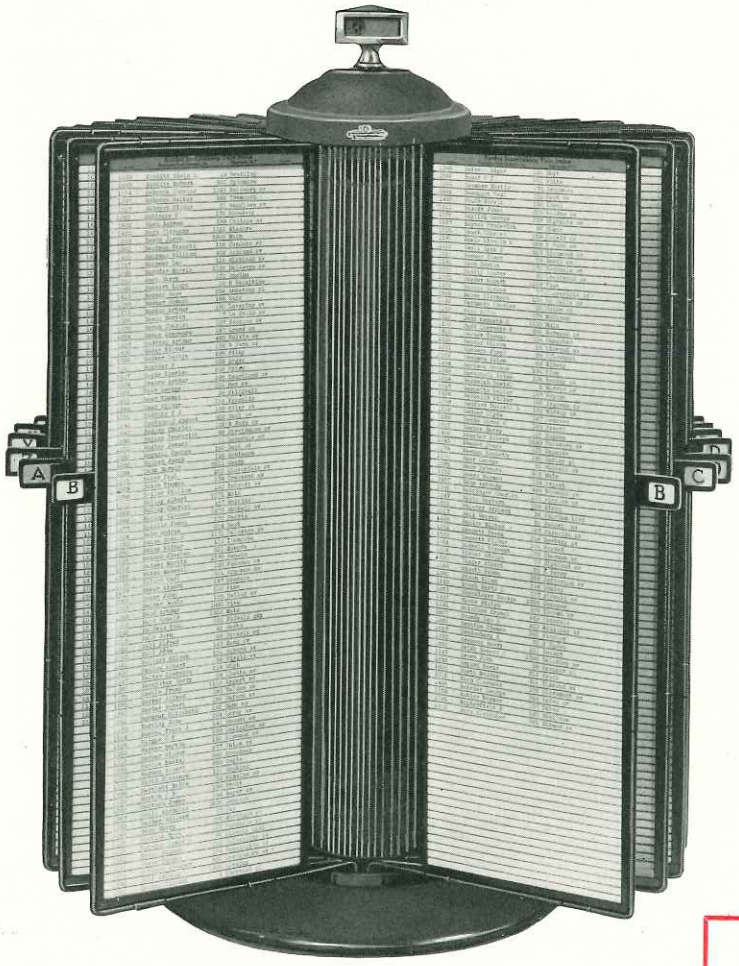
Insert sheets are typed in standard typewriters before being separated.




After inserting the indexed strip into the celluloid tube, assembly into proper order in the panel is a swift—simple operation.



# INTERLOCKING TUBE FRAME ROTARIES



## The Speediest Reference Ever Developed For Office Use

### USES

1. Association Membership Index
2. Cost Index
3. Credit Authorization
4. Employees Index
5. Government Indexes
6. Rate Index
7. Bin Location Index
8. Vendor's Term Index
9. Warehouse Location Index

## Every Name Is Protected From Grime

THE Tube Frame Rotary suspends double-faced frames about a central axis, and permits them to be turned at any angle. Reference consists of touching the extended label on the desired frame, flipping the frame to a reading angle, and instantly spotting the name you seek.

Rotaries are available in five frame capacities, ranging from 35 to 125 in the 20 inch height, and for 35 in the 12 inch size. Thus, a unit that holds 20 inch frames containing one line inserts, will house more than 22,000 names! Think of it—22,000 accounts on a table space of less than two and a half feet!

Operating on case-hardened ball bearings, permanently sealed and requiring no oil or grease, the most heavily-laden Interlocking Tube Frame Rotary revolves easily at the touch of a finger-tip—making *instant* reference entirely possible.

### INTERLOCKING TUBE ROTARIES
ROTARIES FOR TUBE FRAMES

| Cat. No. | Height of Frame Accommodated | Frame Capacities | * Turning Diameter |
|---|---|---|---|
| 339936 | 12″ | 35 | 18 5/8″ |
| 339937 | 20″ | 35 | 18 5/8″ |
| 339938 | 20″ | 50 | 20 1/4″ |
| 339939 | 20″ | 75 | 23 1/8″ |
| 339940 | 20″ | 100 | 25 7/8″ |
| 339941 | 20″ | 125 | 28″ |

*Turning Diameters when filled with 4″ Tube Frames. For 5″ Tube Frames add 2″, for 6″ Tube Frames add 4″, for 7″ Tube Frames add 6″.

### PORTABLE BASES FOR INTERLOCKING TUBE ROTARIES

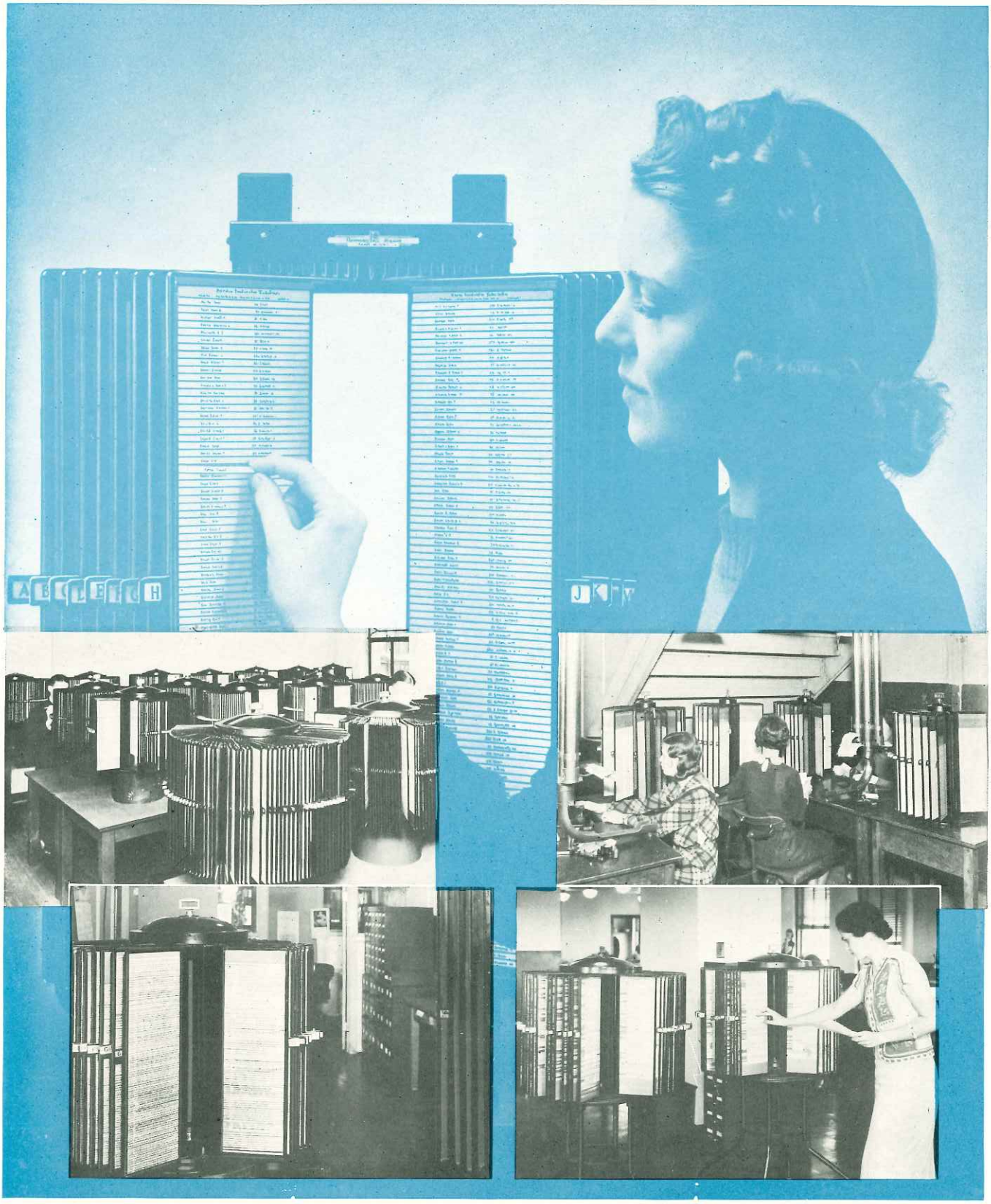
Portable bases are available for rotaries that require frequent transfer about the office. They are provided in two heights—one for standing and one for sitting reference.

PORTABLE BASES—FOR TUBE FRAME ROTARIES
Adaptable to any of the above Rotaries.

| Catalog No. | Height of Base From Floor |
|---|---|
| 91230 | 30″ |
| 91240 | 40″ |

# < < < < < INSTALLATIONS

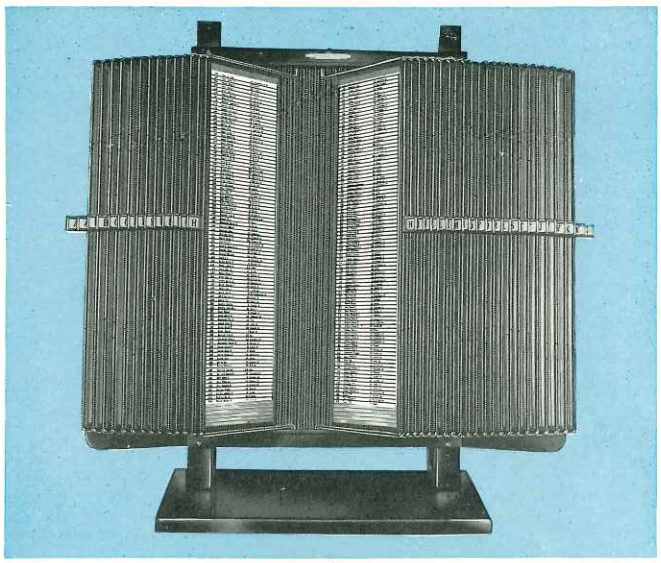
## Kardex Tubes Will Serve You As Efficiently



**Millions Of Names Are Indexed By Kardex Tubes**

# DESK STANDS AND WALL BRACKETS

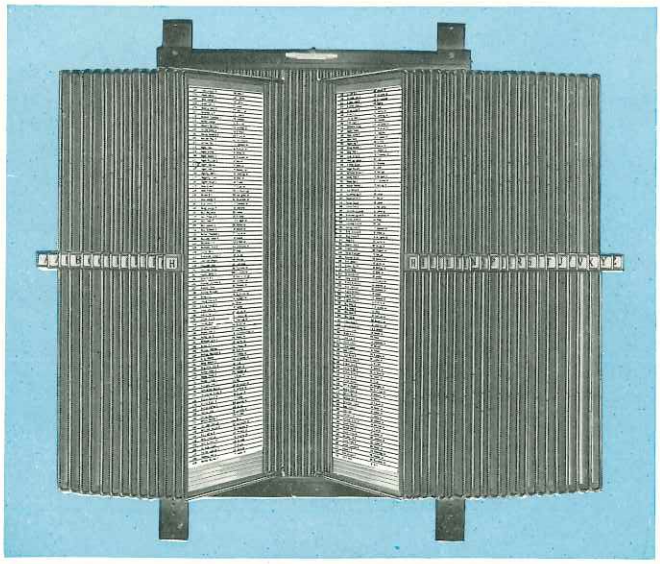
## Fit Your Equipment To Your Reference Needs



### DESK STANDS

**DESK STANDS FOR TUBE FRAMES**

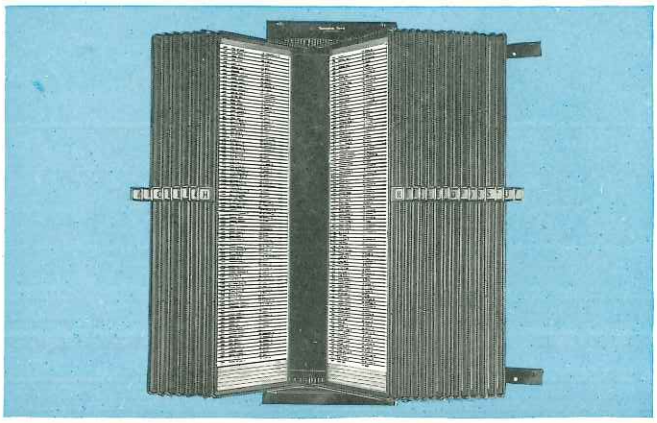
| Catalog Number | Width | Height | Frame Capacities |
|---|---|---|---|
| **340017** | 8″ | 12″ | 18 |
| **340018** | 8″ | 20″ | 18 |
| **340019** | 16″ | 12″ | 36 |
| **340020** | 16″ | 20″ | 36 |



### WALL BRACKETS

**WALL BRACKETS FOR TUBE FRAMES**

| Catalog Number | Width | Height | Frame Capacities |
|---|---|---|---|
| **330940** | 4″ | 12″ | 9 |
| **330941** | 4″ | 20″ | 9 |
| **330943** | 8″ | 12″ | 18 |
| **330944** | 8″ | 20″ | 18 |
| **330946** | 16″ | 12″ | 36 |
| **330947** | 16″ | 20″ | 36 |



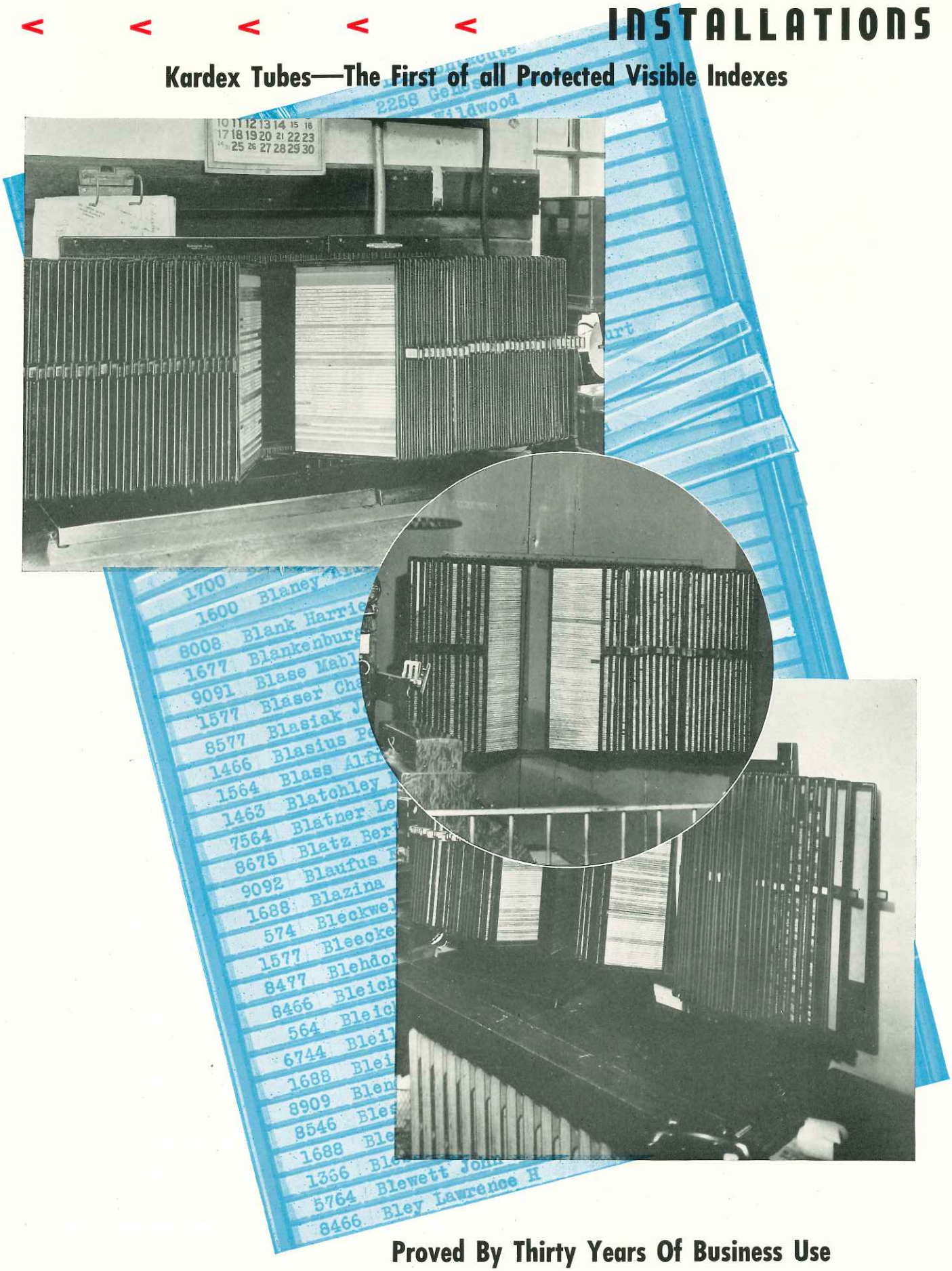
### SWITCHBOARD BRACKETS

**SWITCHBOARD BRACKETS FOR TUBE FRAMES**

| Catalog Number | Width | Height | Frame Capacities |
|---|---|---|---|
| **330949** | 4″ | 12″ | 9 |
| **330950** | 4″ | 20″ | 9 |
| **330951** | 8″ | 12″ | 18 |
| **330952** | 8″ | 20″ | 18 |

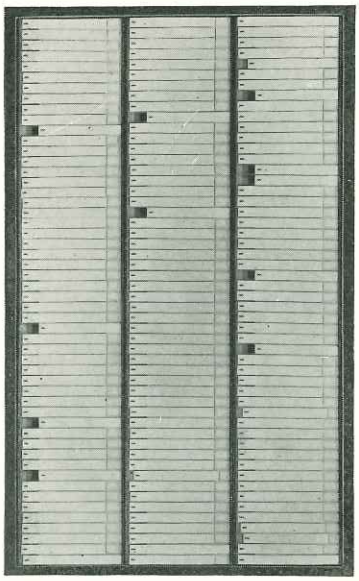
# INSTALLATIONS

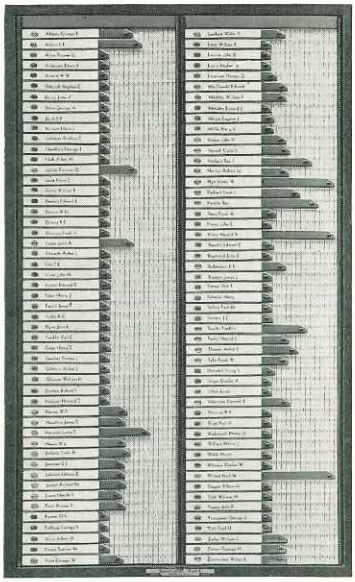
## Kardex Tubes—The First of all Protected Visible Indexes

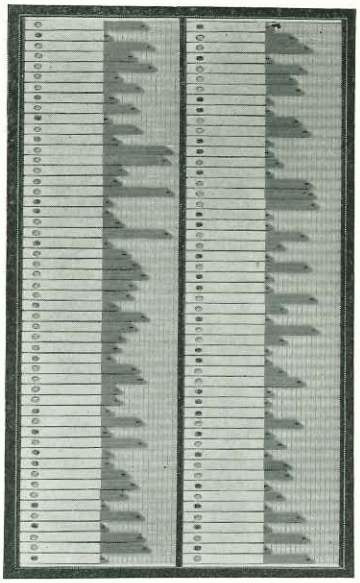


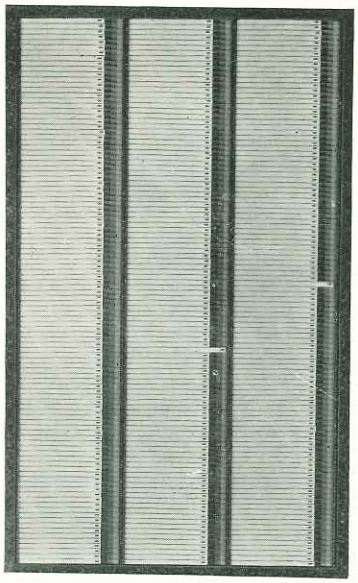
Proved By Thirty Years Of Business Use

# INTERLOCKING TUBE ROSTER BOARDS









DESIGNED particularly for clubs, offices, buildings, or retail stores with large membership lists, Roster Boards function as an ideal personnel record. Two types are available, in a choice of two or three column boards.

The Roster Board charted with an hourly breakdown is used to indicate the particular hour a salesman, club-member, or buyer will be in his room or office. A movable signal next to each name is set, by that person, upon leaving the premises, to show the time he expects to return. Moving the signal automatically exposes an "Out" message at the left hand edge of the board. Upon returning, he slides the signal back to the "in" position.

The two column boards use 6-inch Interlocking Tube inserts. The three column employ a 4-inch tube. Names are typed just as on all Interlocking tube equipment.

The "In and Out" board without the movable signal serves much the same purpose, but is used when the hour of return is not required. A device to the right of each name provides a three-color signal indicator. When a person is "In", he sets the signal so that black is exposed. When red is shown, upon returning from a call he knows he is wanted at the desk or office. Green might inform him that a phone call or visitor is waiting. A variety of other important facts may be substituted for those suggested. The Roster Board is a valuable service adjunct to a registration or information desk.

Two or more boards may be bolted together at top, bottom, or sides to form larger units. Roster Boards come complete with necessary bolts and hangers to accomplish this, and are complete with tubes as well.

**KARDEX ROSTER BOARDS**

| Catalog Number | DESCRIPTION | Tube Size | | No. Panels | Capacity of Board |
|---|---|---|---|---|---|
| | | Length | Width | | |
| **0921** | Indicator with Hours | 6″ | 3/8″ | 2 | 106 |
| **0922** | Plain Tubes—Two Line | 6″ | 3/8″ | 2 | 110 |
| **0923** | Plain Tubes—One Line | 6″ | 1/16″ | 2 | 198 |
| **0931** | Plain Tubes—Two Line | 4″ | 3/8″ | 3 | 165 |
| **0932** | Indicator with Three Color Chart | 4″ | 3/8″ | 3 | 159 |
| **0933** | Indicator with Three Color Chart | 4″ | 1/16″ | 3 | 297 |
| **0934** | Plain Tubes—One Line | 4″ | 1/16″ | 3 | 297 |

**Note:**—Outside dimensions all boards 13 3/16″ wide, 22 1/2″ high, 3/4″ thick.

**PERFORATED INSERTS FOR KARDEX ROSTER BOARDS**

| Catalog Number | DESCRIPTION | Size | | No. Inserts Per Sheet |
|---|---|---|---|---|
| | | Length | Exp. | |
| **411.89** | Name Insert—One Line—for Board No. 0934 | 4″ | 1/16″ | 50 |
| **421.89** | Name Insert—Two Line—for Board No. 0931 | 4″ | 3/8″ | 25 |
| **410.89** | Name Insert—One Line—for Board No. 0933 | 4″ | 1/16″ | 50 |
| **420.89** | Name Insert—Two Line—for Board No. 0932 | 4″ | 3/8″ | 25 |
| **620.89** | Name Insert—Two Line—for Board No. 0921 | 6″ | 3/8″ | 25 |

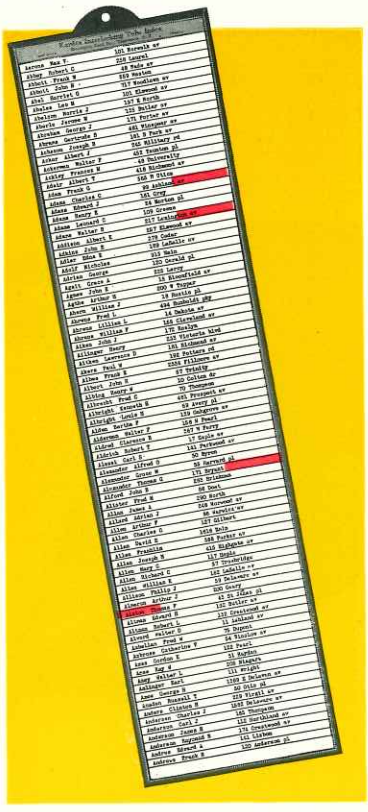
**Note:**—Boards Nos. 0922 and 0923 use regular 6″ one line and 6″ two line KARDEX INTERLOCKING tubes and inserts.

# INTERLOCKING TUBE PANELS

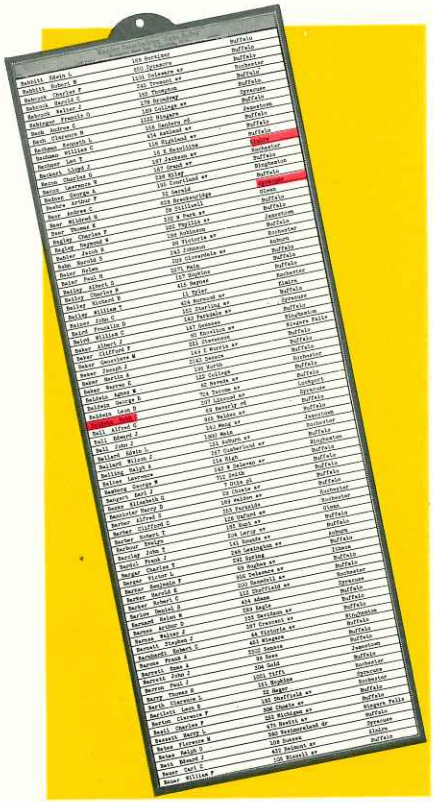
**The Small Records May Have**
**The Advantages Of Tube Efficiency**

**12″ Height**
For 7″ Wide Tubes

**12″ Height**
For 5″ Wide Tubes



**20″ Height**
For 4″ Wide Tubes



**20″ Height**
For 6″ Wide Tubes

INTERLOCKING Tube Panels differ from Tube Frame applications in that they are designed primarily for *small* capacity record requirements. Employee home-address and phone lists, bin location indexes for warehouses, office switchboard files—all are typical Tube Panel uses. Seldom grouped in batteries of more than three or four, they are an ideal, low-cost solution to the small index problem.

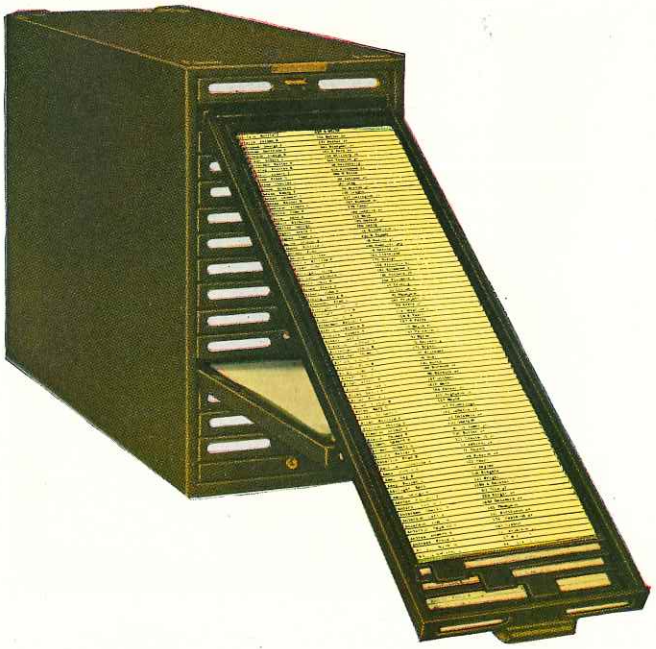
Tube Panels are provided in two heights, 12 and 20 inches, and for tubes either 4, 5, 6, or 7 inches wide—with one, two or three lines of information. A convenient metal eyelet at the top of the panel provides the means for attaching it to the wall. Preparation and filing of inserts are handled in the same manner as with the Frames.

Constructed from high quality cold-rolled strip steel to provide maximum rigidity, and furnished with chip resisting black enamel which is baked on to the surface, your Panel will give years of efficient operation. Signals may be readily applied for conspicuous flashing of vital information.

SEE PAGE 54 FOR CAPACITIES

# INTERLOCKING TUBE CABINET SLIDES

**Doubly Protected**



B-6415 CABINET WITH 4 PANELS PER SLIDE

## USES

1. Alphabetical Index to Account Numbers
2. Association Membership Index
3. Bank Index Records
4. Blueprint Index
5. Club Members Roster
6. Employees Index
7. Hospital Index
8. Insurance Company Indexes
9. Laundry Mark Index
10. Route Index
11. Student Location Index
12. Bin Location Index
13. Warehouse Location Index

THE new Interlocking Tube Cabinet Slides make possible the installation of Interlocking Tube reference records in Kardex cabinets. This provides in addition to quick convenient reference, privacy and protection for vital or confidential records. A tumbler lock in the bottom of the cabinet locks the entire cabinet in a single motion, safe-guarding the contents from prying by unauthorized persons.

For conserving space and increasing capacity, each slide may be supplemented with one, two, or three single faced, or one or two double faced, auxiliary panels. Each is hinged at the top and equipped with an index tab.

The cabinet, although compact and light in weight, is sturdy, heavy duty equipment, precision built of steel to give years of satisfactory service. These cabinets permit the utmost flexibility of arrangement for they can be placed in batteries side by side, on desks, or stacked in tiers.

**INTERLOCKING TUBE CABINET SLIDES**

| Catalog Number | No. Slides | Exp. Wid. of Tubes | DESCRIPTION | No. of One Line Tubes $\frac{3}{16}$" Exp. Per Cabinet |
|---|---|---|---|---|
| B6415-T1 | 15 | 6" | One Fixed Panel | 1320 |
| B6415-T2 | 15 | 6" | One Fixed and One Hinged Panel | 2640 |
| B6415-T3 | 15 | 6" | " " " Two " " | 3960 |
| B6415-T4 | 15 | 6" | " " " Three " " | 5280 |
| B6422-T1 | 22 | 6" | One Fixed Panel | 1936 |
| B6422-T2 | 22 | 6" | One Fixed and One Hinged Panel | 3872 |
| B6422-T3 | 22 | 6" | " " " Two " " | 5808 |
| B6422-T4 | 22 | 6" | " " " Three " " | 7744 |
| B8516-T1 | 16 | 8" | One Fixed Panel | 1408 |
| B8516-T2 | 16 | 8" | One Fixed and One Hinged Panel | 2816 |
| B8516-T3 | 16 | 8" | " " " Two " " | 4224 |
| B8516-T4 | 16 | 8" | " " " Three " " | 5632 |
| B8526-T1 | 26 | 8" | One Fixed Panel | 2288 |
| B8526-T2 | 26 | 8" | One Fixed and One Hinged Panel | 4576 |
| B8526-T3 | 26 | 8" | " " " Two " " | 6864 |
| B8526-T4 | 26 | 8" | " " " Three " " | 9152 |

# INTERLOCKING TUBES INSERTS AND SIGNALS

## Your Visible Index Is Easily Set Up—Easily Maintained

Ordinarily reference information is placed in uncolored tubes. Occasionally, however, it may be desirable to distinguish certain sections of an index from others, or to signal certain names or items by color classifications. For these purposes six additional colors are standard and may be supplied from stock: green, blue, orange, yellow, pink and red.

Kardex Interlocking Colored Tubes are made in four, five, six and seven inch lengths, with one, two, or three lines of exposure.

## Interlocking Tubes

| Catalog Number | Overall Length | Exp. | Catalog Number | Overall Length | Exp. |
|---|---|---|---|---|---|
| 41.8 | $4\frac{5}{32}$″ | $\frac{3}{16}$″ | 61.8 | $6\frac{5}{32}$″ | $\frac{3}{16}$″ |
| 42.8 | $4\frac{5}{32}$″ | $\frac{3}{8}$″ | 62.8 | $6\frac{5}{32}$″ | $\frac{3}{8}$″ |
| 43.8 | $4\frac{5}{32}$″ | $\frac{1}{2}$″ | 63.8 | $6\frac{5}{32}$″ | $\frac{1}{2}$″ |
| 51.8 | $5\frac{5}{32}$″ | $\frac{3}{16}$″ | 71.8 | $7\frac{5}{32}$″ | $\frac{3}{16}$″ |
| 52.8 | $5\frac{5}{32}$″ | $\frac{3}{8}$″ | 72.8 | $7\frac{5}{32}$″ | $\frac{3}{8}$″ |
| 53.8 | $5\frac{5}{32}$″ | $\frac{1}{2}$″ | 73.8 | $7\frac{5}{32}$″ | $\frac{1}{2}$″ |

## Perforated Inserts For Interlocking Tubes

| | | |
|---|---|---|
| 1068 | Hansen Bert A | 170 Sanders rd |
| 1218 | Hansen Norman A | 160 Sterling av |
| 1447 | Hanson Charles J | 140 Nassau av |
| 1995 | Hanson Paul L | 237 Crosby av |
| 1960 | Harber Roy G | 32 Northumberland av |
| 1050 | Harbison Lyle J | 224 Normal av |
| 1988 | Harder V J | 126 Culver rd |
| 1286 | Harding Charles | 51 Ivanhoe rd |
| 1638 | Harding Reginald A | 305 Bird av |
| 1807 | Hardy Edward | 19 Crowley av |
| 1391 | Hardy Robert H | 500 Lafayette av |
| 1205 | Hargraves Thos D | 149 Pine |
| 1231 | Harmon James E | 146 Elmer av |
| 1197 | Harper Frank H | 278 Chelsea pl |

The perforation marks, which serve as guide lines, and the red guide line at the left edge, make preparation of information for Kardex Interlocking Tube indexes as simple as ordinary typing.

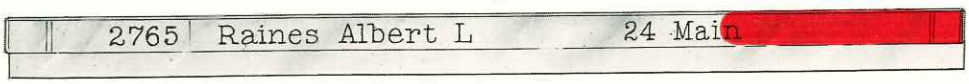
| Catalog No. | Reading Space | Exp. | Line Cap. | No. Per Sheet | Catalog No. | Reading Space | Exp. | Line Cap. | No. Per Sheet |
|---|---|---|---|---|---|---|---|---|---|
| 41.89 | 4″ | $\frac{3}{16}$″ | 1 | 50 | 61.89 | 6″ | $\frac{3}{16}$″ | 1 | 50 |
| 42.89 | 4″ | $\frac{3}{8}$″ | 2 | 25 | 62.89 | 6″ | $\frac{3}{8}$″ | 2 | 25 |
| 43.89 | 4″ | $\frac{1}{2}$″ | 3 | 25 | 63.89 | 6″ | $\frac{1}{2}$″ | 3 | 25 |
| 51.89 | 5″ | $\frac{3}{16}$″ | 1 | 50 | 71.89 | 7″ | $\frac{3}{16}$″ | 1 | 50 |
| 52.89 | 5″ | $\frac{3}{8}$″ | 2 | 25 | 72.89 | 7″ | $\frac{3}{8}$″ | 2 | 25 |
| 53.89 | 5″ | $\frac{1}{2}$″ | 3 | 25 | 73.89 | 7″ | $\frac{1}{2}$″ | 3 | 25 |

## Tube Signals

| Catalog Number | DESCRIPTION | Size | Min. Quant. | Blue | Red | Green | Light Green | Orange | Purple | Yellow | Tan | Smoke | Opaque | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | Black White | Black | Buff | Green | White |
| 0112 | For Interlocking Tubes | .167x1¼ | 100 | S | S | S | * | S | * | S | * | * | * | S | * | * | * |
| 0312 | " " " | ⅜x1¼ | 100 | S | S | S | * | S | * | S | * | * | * | * | * | * | * |
| 0412 | " " " | ½x1¼ | 100 | * | * | * | * | * | * | * | * | * | * | * | * | * | * |
| 0102 | " " " | $\frac{3}{16}$x¼ | 100 | x | S | x | x | x | x | x | x | x | x | x | x | x | x |

S—Carried in Stock. *—Not carried in stock, furnished to order. x—Not available.

## Tube With Signal Inserted



# INTERLOCKING TUBE FRAMES AND PANELS SIZES AND CAPACITIES

## INTERLOCKING TUBE PANELS

| Catalog Number | DESCRIPTION | Capacity: Min. Number of Tubes to each Unit | Capacity: Extra Tubes Included with Shipment of each Unit | Dimen. W. | Dimen. H. |
|---|---|---|---|---|---|
| | 12″ Single Face Panels Complete with | | | | |
| 34112.8 | 1 line Interlocking Tubes 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{3}{16}$″) | 50 | 2 | $4\frac{1}{4}$ | 12 |
| 34212.8 | 2 line " " 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{3}{8}$″) | 28 | 2 | $4\frac{1}{4}$ | 12 |
| 34312.8 | 3 line " " 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{1}{2}$″) | 19 | 1 | $4\frac{1}{4}$ | 12 |
| | 20″ Single Face Panels Complete with | | | | |
| 34120.8 | 1 line Interlocking Tubes 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{3}{16}$″) | 88 | 3 | $4\frac{1}{4}$ | $20\frac{1}{4}$ |
| 34220.8 | 2 line " " 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{3}{8}$″) | 49 | 2 | $4\frac{1}{4}$ | $20\frac{1}{4}$ |
| 34320.8 | 3 line " " 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{1}{2}$″) | 34 | 1 | $4\frac{1}{4}$ | $20\frac{1}{4}$ |
| | 12″ Single Face Panels Complete with | | | | |
| 35112.8 | 1 line Interlocking Tubes 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{3}{16}$″) | 50 | 2 | $5\frac{1}{4}$ | $11\frac{9}{16}$ |
| 35212.8 | 2 line " " 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{3}{8}$″) | 28 | 2 | $5\frac{1}{4}$ | $11\frac{9}{16}$ |
| 35312.8 | 3 line " " 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{1}{2}$″) | 19 | 1 | $5\frac{1}{4}$ | $11\frac{9}{16}$ |
| | 20″ Single Face Panels Complete with | | | | |
| 35120.8 | 1 line Interlocking Tubes 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{3}{16}$″) | 88 | 3 | $5\frac{1}{4}$ | $19\frac{13}{16}$ |
| 35220.8 | 2 line " " 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{3}{8}$″) | 49 | 2 | $5\frac{1}{4}$ | $19\frac{13}{16}$ |
| 35320.8 | 3 line " " 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{1}{2}$″) | 34 | 1 | $5\frac{1}{4}$ | $19\frac{13}{16}$ |
| | 12″ Single Face Panels Complete with | | | | |
| 36112.8 | 1 line Interlocking Tubes 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{3}{16}$″) | 50 | 2 | $6\frac{1}{4}$ | 12 |
| 36212.8 | 2 line " " 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{3}{8}$″) | 28 | 2 | $6\frac{1}{4}$ | 12 |
| 36312.8 | 3 line " " 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{1}{2}$″) | 19 | 1 | $6\frac{1}{4}$ | 12 |
| | 20″ Single Face Panels Complete with | | | | |
| 36120.8 | 1 line Interlocking Tubes 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{3}{16}$″) | 88 | 3 | $6\frac{1}{4}$ | $20\frac{1}{4}$ |
| 36220.8 | 2 line " " 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{3}{8}$″) | 49 | 2 | $6\frac{1}{4}$ | $20\frac{1}{4}$ |
| 36320.8 | 3 line " " 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{1}{2}$″) | 34 | 1 | $6\frac{1}{4}$ | $20\frac{1}{4}$ |
| | 12″ Single Face Panels Complete with | | | | |
| 37112.8 | 1 line Interlocking Tubes 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{3}{16}$″) | 50 | 2 | $7\frac{1}{4}$ | $11\frac{9}{16}$ |
| 37212.8 | 2 line " " 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{3}{8}$″) | 28 | 2 | $7\frac{1}{4}$ | $11\frac{9}{16}$ |
| 37312.8 | 3 line " " 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{1}{2}$″) | 19 | 1 | $7\frac{1}{4}$ | $11\frac{9}{16}$ |
| | 20″ Single Face Panels Complete with | | | | |
| 37120.8 | 1 line Interlocking Tubes 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{3}{16}$″) | 88 | 3 | $7\frac{1}{4}$ | $19\frac{13}{16}$ |
| 37220.8 | 2 line " " 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{3}{8}$″) | 49 | 2 | $7\frac{1}{4}$ | $19\frac{13}{16}$ |
| 37320.8 | 3 line " " 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{1}{2}$″) | 34 | 1 | $7\frac{1}{4}$ | $19\frac{13}{16}$ |

## INTERLOCKING TUBE FRAMES

| | | | | | |
|---|---|---|---|---|---|
| | 12″ Frames Complete with | | | | |
| 44112.8 | 1 line Interlocking Tubes 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{3}{16}$″) | 100 | 4 | $4\frac{7}{16}$ | 12 |
| 44212.8 | 2 line " " 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{3}{8}$″) | 56 | 4 | $4\frac{7}{16}$ | 12 |
| 44312.8 | 3 line " " 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{1}{2}$″) | 38 | 4 | $4\frac{7}{16}$ | 12 |
| | 20″ Frames Complete with | | | | |
| 44120.8 | 1 line Interlocking Tubes 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{3}{16}$″) | 176 | 6 | $4\frac{7}{16}$ | $20\frac{1}{4}$ |
| 44220.8 | 2 line " " 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{3}{8}$″) | 98 | 4 | $4\frac{7}{16}$ | $20\frac{1}{4}$ |
| 44320.8 | 3 line " " 4″ W.Vis.-(Overall $4\frac{5}{32}$″x$\frac{1}{2}$″) | 68 | 4 | $4\frac{7}{16}$ | $20\frac{1}{4}$ |
| | 12″ Frames Complete with | | | | |
| 45112.8 | 1 line Interlocking Tubes 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{3}{16}$″) | 100 | 4 | $5\frac{7}{16}$ | 12 |
| 45212.8 | 2 line " " 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{3}{8}$″) | 56 | 4 | $5\frac{7}{16}$ | 12 |
| 45312.8 | 3 line " " 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{1}{2}$″) | 38 | 4 | $5\frac{7}{16}$ | 12 |
| | 20″ Frames Complete with | | | | |
| 45120.8 | 1 line Interlocking Tubes 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{3}{16}$″) | 176 | 6 | $5\frac{7}{16}$ | $20\frac{1}{4}$ |
| 45220.8 | 2 line " " 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{3}{8}$″) | 98 | 4 | $5\frac{7}{16}$ | $20\frac{1}{4}$ |
| 45320.8 | 3 line " " 5″ W.Vis.-(Overall $5\frac{5}{32}$″x$\frac{1}{2}$″) | 68 | 4 | $5\frac{7}{16}$ | $20\frac{1}{4}$ |
| | 12″ Frames Complete with | | | | |
| 46112.8 | 1 line Interlocking Tubes 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{3}{16}$″) | 100 | 4 | $6\frac{7}{16}$ | 12 |
| 46212.8 | 2 line " " 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{3}{8}$″) | 56 | 4 | $6\frac{7}{16}$ | 12 |
| 46312.8 | 3 line " " 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{1}{2}$″) | 38 | 4 | $6\frac{7}{16}$ | 12 |
| | 20″ Frames Complete with | | | | |
| 46120.8 | 1 line Interlocking Tubes 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{3}{16}$″) | 176 | 6 | $6\frac{7}{16}$ | $20\frac{1}{4}$ |
| 46220.8 | 2 line " " 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{3}{8}$″) | 98 | 4 | $6\frac{7}{16}$ | $20\frac{1}{4}$ |
| 46320.8 | 3 line " " 6″ W.Vis.-(Overall $6\frac{5}{32}$″x$\frac{1}{2}$″) | 68 | 4 | $6\frac{7}{16}$ | $20\frac{1}{4}$ |
| | 12″ Frames Complete with | | | | |
| 47112.8 | 1 line Interlocking Tubes 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{3}{16}$″) | 100 | 4 | $7\frac{7}{16}$ | 12 |
| 47212.8 | 2 line " " 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{3}{8}$″) | 56 | 4 | $7\frac{7}{16}$ | 12 |
| 47312.8 | 3 line " " 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{1}{2}$″) | 38 | 4 | $7\frac{7}{16}$ | 12 |
| | 20″ Frames Complete with | | | | |
| 47120.8 | 1 line Interlocking Tubes 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{3}{16}$″) | 176 | 6 | $7\frac{7}{16}$ | $20\frac{1}{4}$ |
| 47220.8 | 2 line " " 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{3}{8}$″) | 98 | 4 | $7\frac{7}{16}$ | $20\frac{1}{4}$ |
| 47320.8 | 3 line " " 7″ W.Vis.-(Overall $7\frac{5}{32}$″x$\frac{1}{2}$″) | 68 | 4 | $7\frac{7}{16}$ | $20\frac{1}{4}$ |

Also available: 26 div. A-Z labels for insertion in frame tabs and celluloid covers for tabs. (See illustration page 44).

# UNITY TUBE EQUIPMENT

## UNITY TUBE PANELS AND FRAMES

**To be sold for expansion of existing installations only.**

| Catalog Number | DESCRIPTION | | | Capacity | Dimensions H. | Dimensions W. |
|---|---|---|---|---|---|---|
| | **SINGLE FACE PANELS—(Black Enamel Fin.)** | | | | | |
| 34112.88 | One line | 12 x 4 | 3/16" Exposure | 53 | 12 | 4½ |
| 34212.88 | Two " | " | 3/8" " | 29 | | |
| 34120.88 | One " | 20 x 4 | 3/16" " | 93 | 20¼ | 4½ |
| 34220.88 | Two " | " | 3/8" " | 51 | | |
| 34124.88 | One " | 24 x 4 | 3/16" " | 111 | 24 | 4½ |
| 34224.88 | Two " | " | 3/8" " | 61 | | |
| 35112.88 | One " | 12 x 5 | 3/16" " | 53 | 12 | 5½ |
| 35212.88 | Two " | " | 3/8" " | 29 | | |
| 35120.88 | One " | 20 x 5 | 3/16" " | 93 | 20¼ | 5½ |
| 35220.88 | Two " | " | 3/8" " | 51 | | |
| 35124.88 | One " | 24 x 5 | 3/16" " | 111 | 24 | 5½ |
| 35224.88 | Two " | " | 3/8" " | 61 | | |
| 36112.88 | One " | 12 x 6 | 3/16" " | 53 | 12 | 6½ |
| 36212.88 | Two " | " | 3/8" " | 29 | | |
| 36120.88 | One " | 20 x 6 | 3/16" " | 93 | 20¼ | 6½ |
| 36220.88 | Two " | " | 3/8" " | 51 | | |
| 36124.88 | One " | 24 x 6 | 3/16" " | 111 | 24 | 6½ |
| 36224.88 | Two " | " | 3/8" " | 61 | | |
| | **FRAMES—(Black Enamel Finish)—Equipped with Index Tab.** | | | | | |
| 44112.88 | One line | 12 x 4 | 3/16" Exposure | 102 | 12 | 4 11/16 |
| 44212.88 | Two " | " | 3/8" " | 56 | | |
| 44120.88 | One " | 20 x 4 | 3/16" " | 180 | 20¼ | 4 11/16 |
| 44220.88 | Two " | " | 3/8" " | 98 | | |
| 44124.88 | One " | 24 x 4 | 3/16" " | 216 | 24 | 4 11/16 |
| 44224.88 | Two " | " | 3/8" " | 118 | | |
| 45112.88 | One " | 12 x 5 | 3/16" " | 102 | 12 | 5 11/16 |
| 45212.88 | Two " | " | 3/8" " | 56 | | |
| 45120.88 | One " | 20 x 5 | 3/16" " | 180 | 20¼ | 5 11/16 |
| 45220.88 | Two " | " | 3/8" " | 98 | | |
| 45124.88 | One " | 24 x 5 | 3/16" " | 216 | 24 | 5 11/16 |
| 45224.88 | Two " | " | 3/8" " | 118 | | |
| 46112.88 | One " | 12 x 6 | 3/16" " | 102 | 12 | 6 11/16 |
| 46212.88 | Two " | " | 3/8" " | 56 | | |
| 46120.88 | One " | 20 x 6 | 3/16" " | 180 | 20¼ | 6 11/16 |
| 46220.88 | Two " | " | 3/8" " | 98 | | |
| 46124.88 | One " | 24 x 6 | 3/16" " | 216 | 24 | 6 11/16 |
| 46224.88 | Two " | " | 3/8" " | 118 | | |

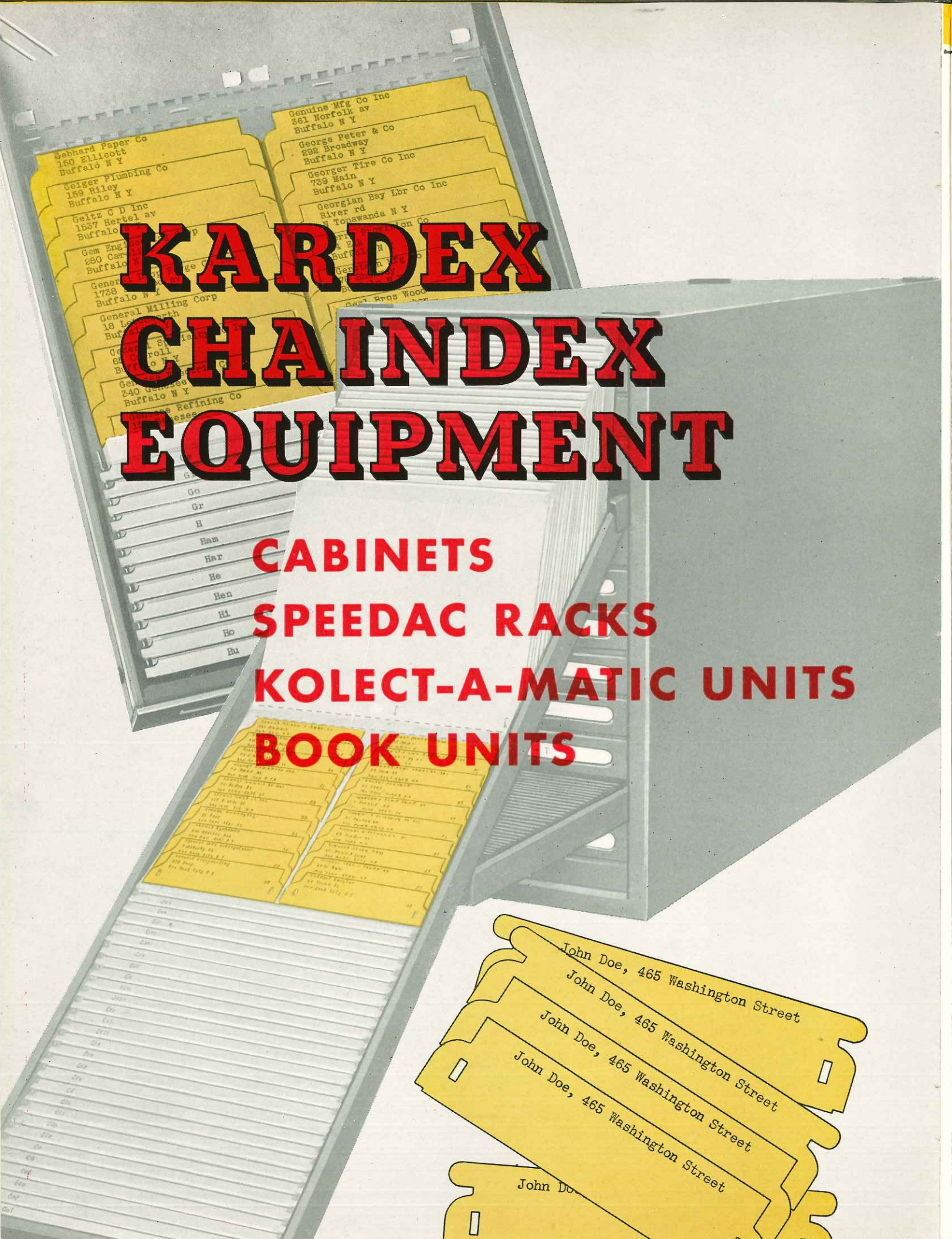
## UNITY TUBES

| Catalog Number | Unity Tubes | Overall Length | Exposure |
|---|---|---|---|
| 41.88 | One line | 4 3/8" | 3/16" |
| 42.88 | Two line | 4 3/8" | 3/8" |
| 51.88 | One line | 5 3/8" | 3/16" |
| 52.88 | Two line | 5 3/8" | 3/8" |
| 61.88 | One line | 6 3/8" | 3/16" |
| 62.88 | Two line | 6 3/8" | 3/8" |

Unity Tubes are furnished in the following colors—Green, Blue, Orange, Yellow, Pink, Red, Clear.

## PERFORATED INSERTS FOR UNITY TUBES

| Catalog Number | Overall Length | Exp. | Line Cap. | No. Per Sheet | Catalog Number | Overall Length | Exp. | Line Cap. | No. Per Sheet |
|---|---|---|---|---|---|---|---|---|---|
| 41.889 | 4 3/8" | 3/16" | 1 | 50 | **52.889** | 5 3/8" | 3/8" | 2 | 25 |
| 42.889 | 4 3/8" | 3/8" | 2 | 25 | **61.889** | 6 3/8" | 3/16" | 1 | 50 |
| 51.889 | 5 3/8" | 3/16" | 1 | 50 | **62.889** | 6 3/8" | 3/8" | 2 | 25 |




# KARDEX CHAINDEX EQUIPMENT

## CABINETS
## SPEEDAC RACKS
## KOLECT-A-MATIC UNITS
## BOOK UNITS

# KARDEX CHAINDEX EQUIPMENT

Kardex Chaindex is truly the paragon of all large capacity visible indexing methods. No other system offers the same per-inch capacity. No other system provides a like possibility for low-cost maintenance.

## FAST REFERENCE

A flip of the pocket makes any part of a record instantly available. Cards of different colors permit a wide signaling range, and signals of colored celluloid may also be installed to facilitate reference.

## FLEXIBLE

Any item or group of items may be removed or replaced, and any new item or group of items may be added in proper sequence, without disturbing the order of the others.

## COMPACT

A single Kardex Chaindex cabinet will hold as many as 43,680 Chaindex cards!

## EASILY AND QUICKLY INSTALLED

Chaindex cards can be fed either singly, or in gangs, into typewriters or addressing machines. The groups of cards may then be easily inserted in Kardex pockets in a single operation.

# CHAINDEX

## The Most Compact of All Visible Reference Records

Chaindex Cards may be inserted singly or in gangs for typing of information. Any standard machine—and any typist—can accomplish the operation with complete ease.

## Easily Set Up, Easily Maintained

CHAINDEX gives to the long list, or to reference lists, all of Kardex's advantages of ease of visibility, lightning speed, durable performance, and time-saving signaling. Compact, flexible, easily consulted, it is an ideal reference medium.

As the name indicates, Chaindex is a group of cards caught together as a chain. Each card interlocks with the card above, providing a self-spacing, visible surface.

Chaindex is the most compact and economical of card indexes. The cost per name is less than that of vertical card files.

A Kardex Chaindex cabinet will house 12,480 five-line cards, 22,880 three-line cards, or 43,680 one-line cards.

Chaindex is used with excellent results for cross indexes, credit authorization, pricing records, blue print indexes, indexes to locations, direct mail records, hotel forwarding records, automobile flat rate repair records, indexes to part numbers, insurance records, correspondence school prospect follow-ups, battery loan records, telephone listings, gas and electric subscriber records, club and association lists, library indexes, cemetery application records, personnel and employment lists.

# CHAINDEX

**Chained Together To Form A Reference Record**

Dagenhart John 1503
510 Plymouth av
Buffalo N Y

Daggett R F 1535
576 Herkimer st
Buffalo N Y

Dahl Philip 1429
365 Starin av
Buffalo N Y

Dahlman Paul 1303
145 Walden av
Buffalo N Y

Daigler Edward 1253
634 Amherst av
Buffalo N Y

Dailey Arthur 1398
169 Cline av
Buffalo N Y

Dale George 1418
50 Spann st
Buffalo N Y

Dalton Carl 1530
168 Jackson av
Buffalo N Y

**Produced In Gangs For Quick And Easy Tipping**

Smith Cora
157 Midvale av
Buffalo N Y

Smith Cornelia M
541 Birch pl
Buffalo N Y

Smith David J
851 Fairfield av
Buffalo N Y

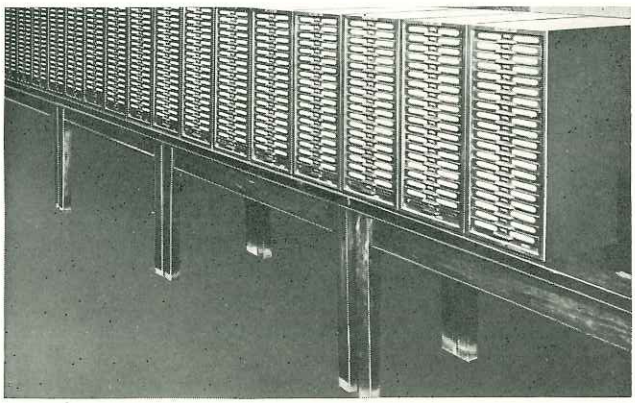
Smith Edward P
42 Glenwood av
Buffalo N Y

Smith George W
157 Shirley av
Buffalo N Y

## Protected—Compact—Economical

CHAINDEX cards are simply linked together or unlinked to make corrections or additions to the list. Groups are held in hinged Kardex pockets, indexed for instant reference on the visible pocket margins.

Chaindex cards can be fed either singly or in gangs into typewriters or addressing machines. Then the groups of cards may be inserted in the Kardex pockets in one operation. This outstanding advantage makes each step in the preparation of a Chaindex index rapid and easy.



### USES

1. Alphabetical Index to Account Numbers
2. Association Membership Index
3. Bank Index Records
4. Blueprint Index
5. Contribution Index
6. Cost Index
7. Credit Authorization
8. Employees Index
9. Government Indexes
10. Hospital Index
11. Insurance Company Indexes
12. Laundry Mark Index
13. Payroll Index
14. Rate Index
15. Real Estate Listing Index
16. Student Location Index
17. Vendor's Term Index

# CHAINDEX CABINETS FOR 4 INCH CARDS

**An Extensive Visible Recording Area**

## For Both Indexes and Compact Records

THE 4 inch Chaindex card provides the maximum capacity that can be obtained in this highly concentrated system. It is possible to house 43,680 single line cards in a twenty-tray cabinet! Or, in the six tray unit, 13,104 Chaindex cards can be housed.

Although the four inch card is small, by careful arrangement of the typed information—or by coding some items—it will hold an amazing amount of data.

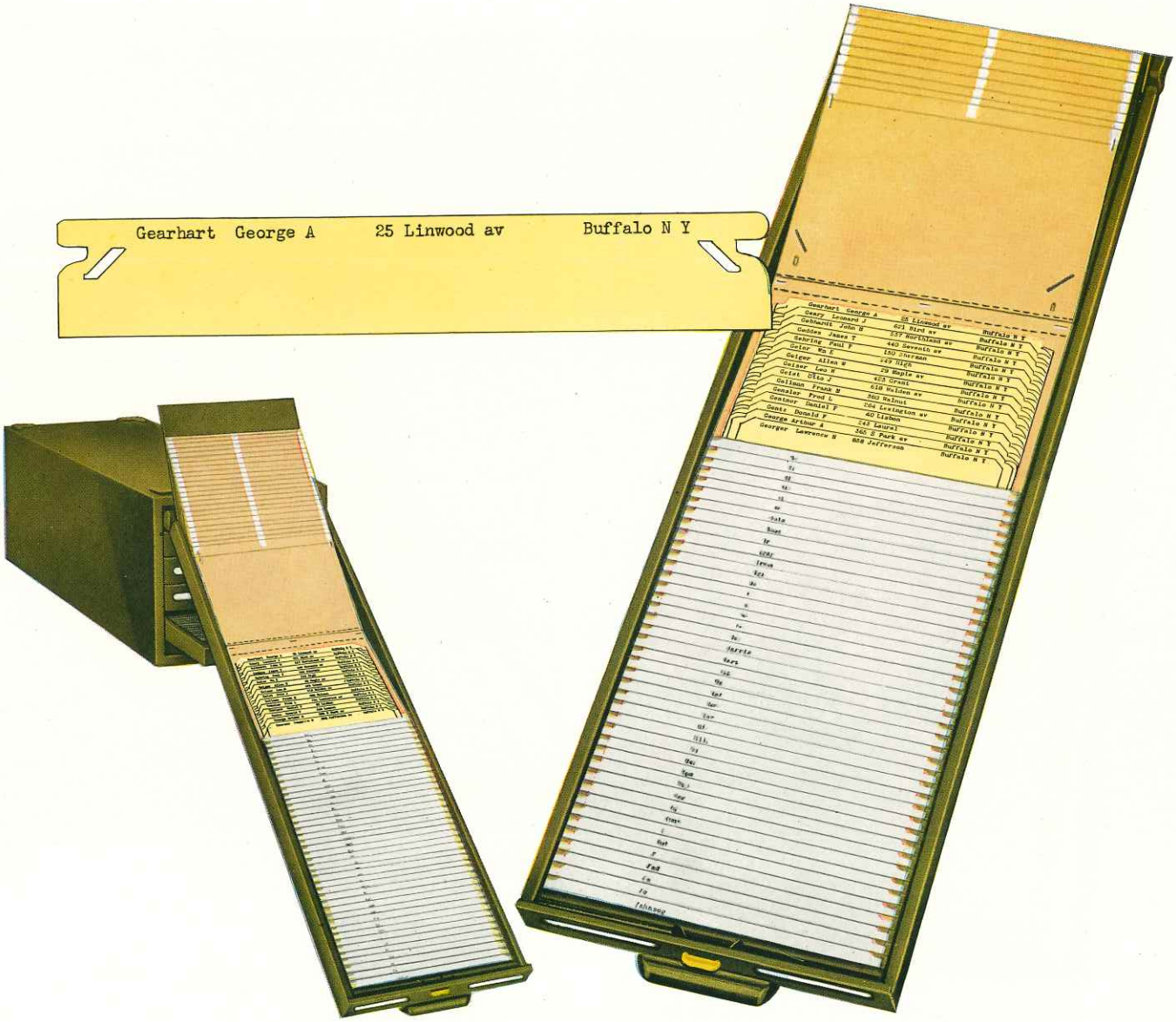
Among its many speed saving advantages is its suitability for use in addressing machines such as those produced by Addressograph or Elliott. Information is quickly imprinted in a familiar pattern. For Cabinet specifications, see Page 64.

## Stock Chaindex Cards—Blank 4 Inch Size

| Catalog Number | Line Exposure | Inch Exposure | Overall Size of Card | Stock | White | Buff | Blue | Salmon | Green |
|---|---|---|---|---|---|---|---|---|---|
| 1-0201 | 1 | 1/4″ | 4 x 3/4″ | "A" Quality Ledger...896 | *White | *Buff | *Blue | *Salmon | † |
| 1-0203 | 2 | 3/8″ | 4 x 1 1/8″ | "A" Quality Ledger...896 | *White | *Buff | † | *Salmon | † |
| 1-0205 | 3 | 1/2″ | 4 x 1″ | "A" Quality Ledger...896 | *White | *Buff | *Blue | *Salmon | *Green |
| 1-0206 | 4 | 39/64″ | 4 x 1 7/64″ | "A" Quality Ledger...896 | † | *Buff | † | † | † |
| 1-0208 | 5 | 27/32″ | 4 x 1 11/16″ | "A" Quality Ledger...896 | *White | *Buff | *Blue | *Salmon | † |
| 1-0209 | 7 | 1 1/10″ | 4 x 1 19/32″ | "A" Quality Ledger...896 | † | *Buff | † | † | † |
| 1-0210 | 8 | 1 3/8″ | 4 x 1 7/8″ | "A" Quality Ledger...896 | † | *Buff | † | † | † |

*—Cards carried in stock in color shown. †—Not carried in stock, available on special order.
Also available in gangs of 500, Fanfolded, 500 boxed alike, 1 to 5 line exposures only.

# CHAINDEX CABINETS FOR 6 INCH CARDS




## Wide Signaling Opportunity

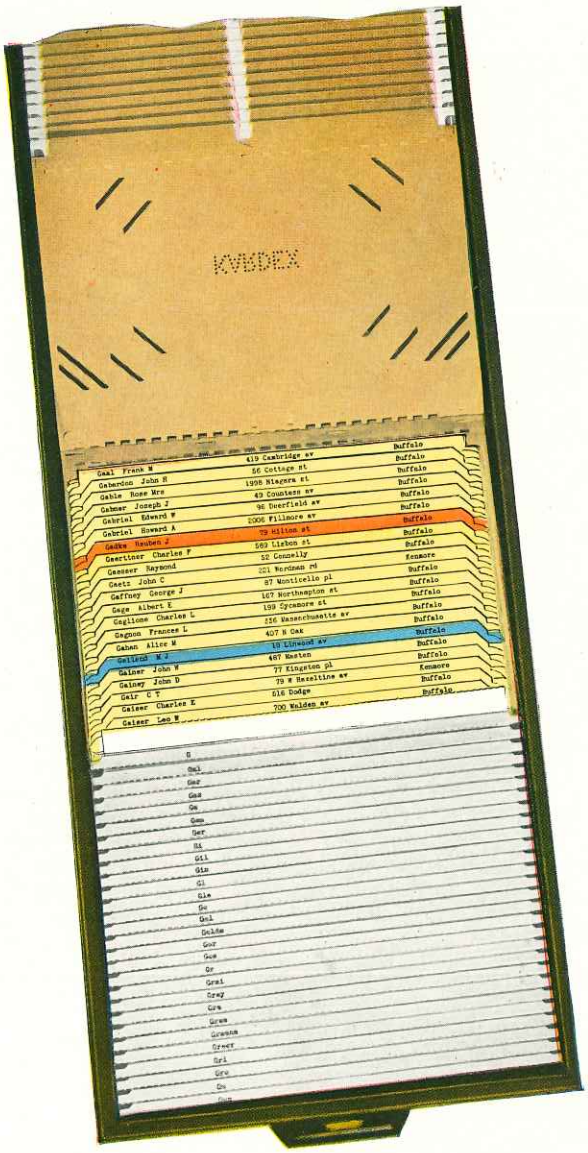
THE 6 inch card well illustrates how Chaindex provides great reference capacity in small space. The 6 inch by 1-line card solves the problem where only name, address, town, state and account number or credit limit is needed. A single typewritten line will accommodate this material.

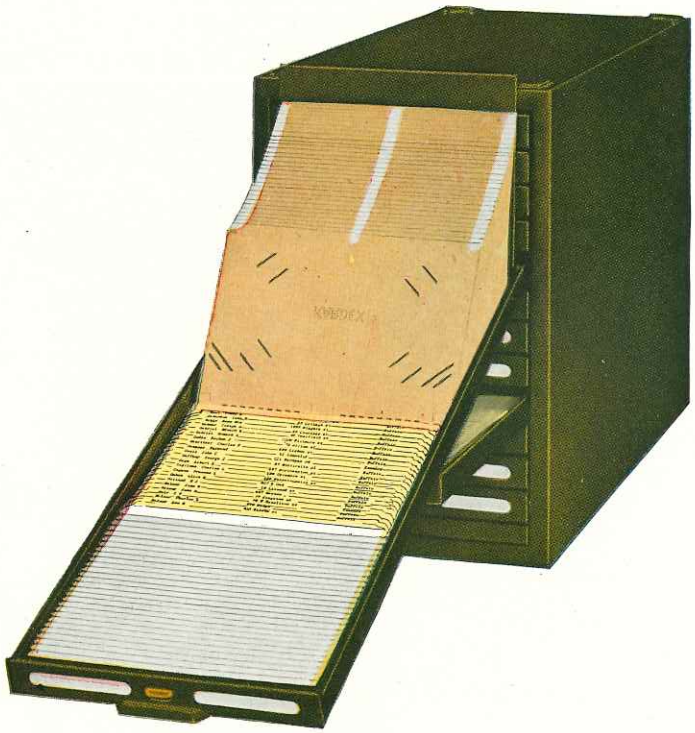
This arrangement is particularly appropriate for the credit authorization index of a retail store, as an alphabetical cross index to account numbers, or for a bin location record in warehouses. A five tray cabinet will hold 4875 such cards and a fifteen tray cabinet will hold 14,625! For Cabinet specifications, see Page 64.

## Chaindex Cards—Blank 6 Inch Size

| Line Exposure | Inch Exposure | Overall Size of Card | Stock |
|---|---|---|---|
| 1 | 1/4" | 6 x 3/4" | "A" Quality Ledger 896 |
| 2 | 3/8" | 6 x 1 1/8" | " " " " |
| 3 | 1/2" | 6 x 1" | " " " " |
| 4 | 33/64" | 6 x 1 7/64" | " " " " |
| 5 | 27/32" | 6 x 11/16" | " " " " |

# CHAINDEX CABINETS FOR 8 INCH CARDS





## Fast, Convenient Reference

THE 8″ Chaindex card effectively solves those reference problems which demand a detailed indexing. It applies particularly to pricing records, vendor's term records and index records to technical data.

The 8″ card, combines this needed capacity with comparatively small space. A six tray cabinet holds 6864 1-line cards, and a twenty tray cabinet holds as many as 22880!

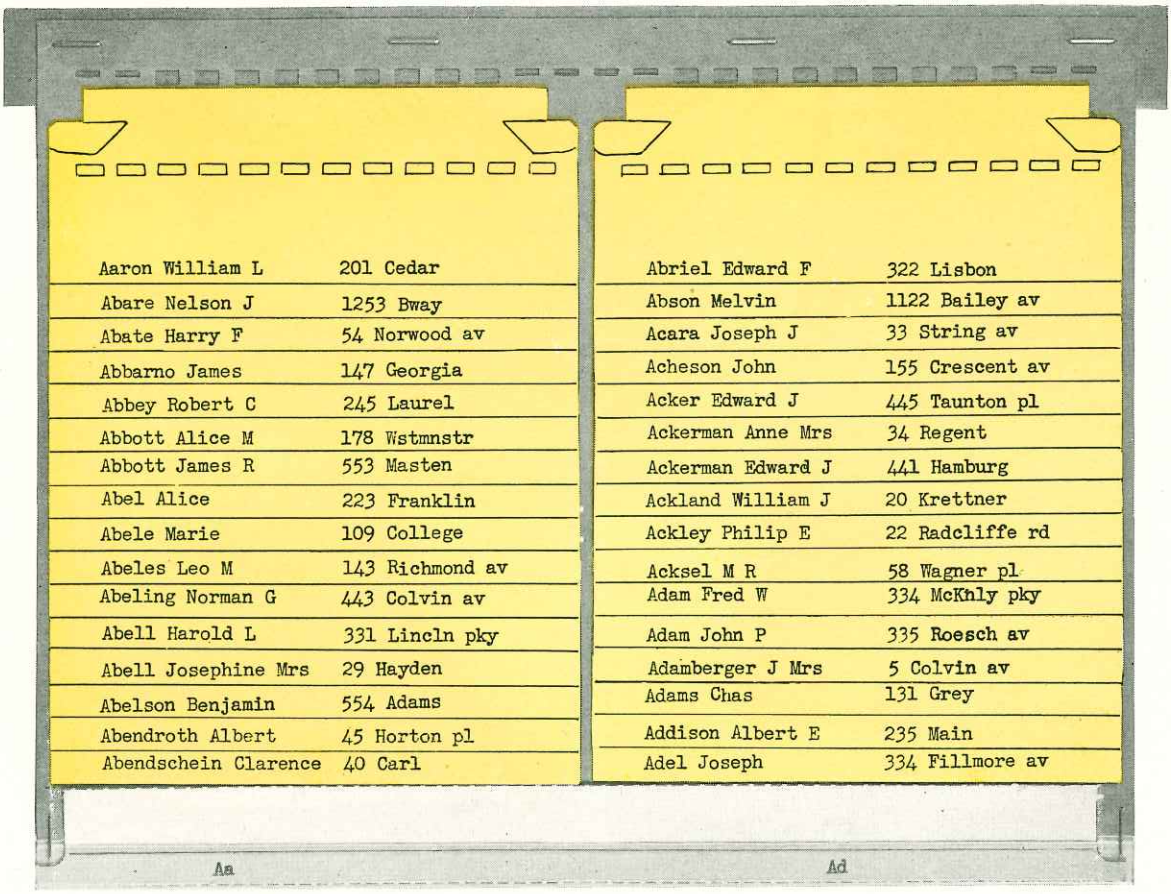
It is easy to signal with Chaindex by the use of cards of different colors. On a prospective customer list, for example, color changes can be used to indicate different classifications such as old dealers, new dealers, wholesalers, distributors, and sales agents. For additional signalling celluloid color signals are available.

Most Chaindex cards are used without a printed form. Remington Rand carries them in stock in all the standard lines of exposure. It is well, however, to consult the Remington Rand salesman when printed forms are ordered. He will be able to offer suggestions regarding the exposure, the punching and the form itself, which will result in improved efficiency of the record. For Cabinet specifications, see Page 64.

## Chaindex Cards—8 Inch Size

| Line Exposure | Inch Exposure | Overall Size of card | Stock |
|---|---|---|---|
| 1 | $\frac{1}{4}$″ | 8 x $\frac{3}{4}$″ | "A" Quality Ledger 896 |
| 2 | $\frac{3}{8}$″ | 8 x $1\frac{1}{8}$″ | " " " " |
| 3 | $\frac{1}{2}$″ | 8 x 1″ | " " " " |
| 4 | $\frac{29}{64}$″ | 8 x $1\frac{7}{64}$″ | " " " " |
| 5 | $\frac{37}{64}$″ | 8 x $1\frac{11}{16}$″ | " " " " |
| 7 | $1\frac{1}{10}$″ | 8 x $1\frac{19}{32}$″ | " " " " |
| 8 | $1\frac{3}{8}$″ | 8 x $1\frac{7}{8}$″ | " " " " |

# HINGED CHAINDEX


Aaron William L 201 Cedar
Abare Nelson J 1253 Bway
Abate Harry F 54 Norwood av
Abbarno James 147 Georgia
Abbey Robert C 245 Laurel
Abbott Alice M 178 Wstmnstr
Abbott James R 553 Masten
Abel Alice 223 Franklin
Abele Marie 109 College
Abeles Leo M 143 Richmond av
Abeling Norman G 443 Colvin av
Abell Harold L 331 Lincln pky
Abell Josephine Mrs 29 Hayden
Abelson Benjamin 554 Adams
Abendroth Albert 45 Horton pl
Abendschein Clarence 40 Carl
Abriel Edward F 322 Lisbon
Abson Melvin 1122 Bailey av
Acara Joseph J 33 String av
Acheson John 155 Crescent av
Acker Edward J 445 Taunton pl
Ackerman Anne Mrs 34 Regent
Ackerman Edward J 441 Hamburg
Ackland William J 20 Krettner
Ackley Philip E 22 Radcliffe rd
Acksel M R 58 Wagner pl
Adam Fred W 334 McKnly pky
Adam John P 335 Roesch av
Adamberger J Mrs 5 Colvin av
Adams Chas 131 Grey
Addison Albert E 235 Main
Adel Joseph 334 Fillmore av
Aa
Ad

## Chaindex Cabinet Capacities

| Card Width | 4″ | | | | | | | | 6″ | | | | | 8″ | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| No. Lines | 1 | 2 | 3 | 4 | 5 | 7 | 8 | 11 | 1 | 2 | 3 | 4 | 5 | 1 | 3 | 5 |
| Card Height | ¾″ | 1⅛″ | 1″ | 1 7/64″ | 1 11/16″ | 1 19/32″ | 1⅞″ | 2 21/64″ | 1″ | 1⅛″ | 1″ | 1 5/16″ | 1 21/32″ | 13/16″ | 1 5/16″ | 2″ |
| Cards Per Pocket | 42 | 28 | 22 | 18 | 12 | 10 | 8 | 6 | 15 | 10 | 8 | 5 | 4 | 22 | 10 | 6 |
| **MODERN (27″ Depth) CABINETS** | | | | | | | | | | | | | | | | |
| C-0686.2 | 16,884 | 11,256 | 8,844 | 7,236 | 4,824 | 4,020 | 3,216 | 2,412 | ..... | ..... | ..... | ..... | ..... | 8,844 | 4,020 | 2,412 |
| C-0786.2 | 19,698 | 13,132 | 10,318 | 8,442 | 5,628 | 4,690 | 3,752 | 2,814 | ..... | ..... | ..... | ..... | ..... | 10,318 | 4,690 | 2,814 |
| C-1586.2 | 42,210 | 28,140 | 22,110 | 18,090 | 12,060 | 10,050 | 8,040 | 6,030 | ..... | ..... | ..... | ..... | ..... | 22,110 | 10,050 | 6,030 |
| C-1686.2 | 45,024 | 30,016 | 23,584 | 19,296 | 12,864 | 10,720 | 8,576 | 6,432 | ..... | ..... | ..... | ..... | ..... | 23,584 | 10,720 | 6,432 |
| **STANDARD (24″ Depth) CABINETS** | | | | | | | | | | | | | | | | |
| C64405.2 | ..... | ..... | ..... | ..... | ..... | ..... | ..... | ..... | 4,875 | 3,250 | 2,600 | 1,625 | 1,300 | ..... | ..... | ..... |
| C64410.2 | ..... | ..... | ..... | ..... | ..... | ..... | ..... | ..... | 9,750 | 6,500 | 5,200 | 3,250 | 2,600 | ..... | ..... | ..... |
| C64415.2 | ..... | ..... | ..... | ..... | ..... | ..... | ..... | ..... | 14,625 | 9,750 | 7,800 | 4,875 | 3,900 | ..... | ..... | ..... |
| C8606.2 | 13,104 | 8,736 | 6,864 | 5,616 | 3,744 | 3,120 | 2,496 | 1,872 | ..... | ..... | ..... | ..... | ..... | 6,864 | 3,120 | 1,872 |
| C8612.2 | 26,208 | 17,472 | 13,728 | 11,232 | 7,488 | 6,240 | 4,992 | 3,744 | ..... | ..... | ..... | ..... | ..... | 13,728 | 6,240 | 3,744 |
| C8616.2 | 34,944 | 23,296 | 18,304 | 14,976 | 9,984 | 8,320 | 6,656 | 4,992 | ..... | ..... | ..... | ..... | ..... | 18,304 | 8,320 | 4,992 |
| C8620.2 | 43,680 | 29,120 | 22,880 | 18,720 | 12,480 | 10,400 | 8,320 | 6,240 | ..... | ..... | ..... | ..... | ..... | 22,880 | 10,400 | 6,240 |
| **FLOOR MODEL CABINETS** | | | | | | | | | | | | | | | | |
| VC863191.2 | # | # | 22,990 | 18,810 | 12,540 | 10,450 | 8,360 | 6,270 | .... | ..... | ..... | ..... | ..... | # | 10,450 | 6,270 |
| VC866191.2 | 38,304 | 25,536 | 20,064 | 16,416 | 10,944 | 9,120 | 7,296 | 5,472 | .... | ..... | ..... | ..... | ..... | 20,064 | 9,120 | 5,472 |

**Note:**—The "No. Lines" indicated above are based on standard typewriter spacing which is 6 lines per inch.

# CHAINDEX CABINET MODELS

THE housing of Chaindex in Kardex cabinets provides a conveniently interchangeable installation, assures protection from soiling either through dust or handling, gives the utmost ease of operation, and conserves more floor space than any other record method.

In addition to the Standard Kardex cabinets—finished in Gray-Rite, olive green, mahogany and walnut—there is the striking new Modern Kardex cabinet. Equipped with an automatically locking safety door, it provides additional security and protection against dust and dirt. Capacity has been greatly increased—27 inches deep outside—and the new telescoping tailpiece gives added length within.

The Kardex Chaindex Floor Model, brings new convenience and new accessibility to Chaindex records, for it can be moved to any point where consultation is necessary. A light pull on the slide handle automatically raises any slide selected. A Yale paracentric lock provides complete security from unqualified prying.

**MODERN CHAINDEX CABINETS—(27″ Deep)**

| Catalog Number | Height | CABINET COMPLETE WITH | POCKET Size | POCKET Exp. | POCKET Cap. | OVERALL DIMENSIONS Width | OVERALL DIMENSIONS Height |
|---|---|---|---|---|---|---|---|
| C-0686.2 | Half | 6 Slides—1 Door | 8 x 6 | 9/32″ | 402 | 10 9/16″ | 10 13/32″ |
| C-0786.2 | Half | 7 " —No Door | 8 x 6 | 9/32″ | 469 | 10 9/16″ | 10 13/32″ |
| C-1586.2 | Full | 15 " —1 Door | 8 x 6 | 9/32″ | 1005 | 10 9/16″ | 20 13/16″ |
| C-1686.2 | Full | 16 " —No Door | 8 x 6 | 9/32″ | 1072 | 10 9/16″ | 20 13/16″ |

**STANDARD CHAINDEX CABINETS—(24″ Deep)**

| Catalog Number | DESCRIPTION | POCKET Size | POCKET Exp. | POCKET Cap. | Dimensions Width | Dimensions Height |
|---|---|---|---|---|---|---|
| C64405.2 | Chaindex Cabinet, 5 Slides | 6 x 4 1/2 | 1/4″ | 325 | 8 1/8″ | 7 3/8″ |
| C64410.2 | " " 10 " | 6 x 4 1/2 | 1/4″ | 650 | 8 1/8″ | 13 3/16″ |
| C64415.2 | " " 15 " | 6 x 4 1/2 | 1/4″ | 975 | 8 1/8″ | 19 ″ |
| C8606.2 | " " 6 " | 8 x 6 | 9/32″ | 312 | 10 5/8″ | 9 3/16″ |
| C8612.2 | " " 12 " | 8 x 6 | 9/32″ | 624 | 10 5/8″ | 16 5/16″ |
| C8616.2 | " " 16 " | 8 x 6 | 9/32″ | 832 | 10 5/8″ | 20 5/8″ |
| C8620.2 | " " 20 " | 8 x 6 | 9/32″ | 1040 | 10 5/8″ | 25 1/4″ |

**FLOOR MODEL CHAINDEX CABINETS**

| Catalog Number | No. Slides | POCKETS Size | POCKETS Exposure | CAPACITY Per Slide | CAPACITY Per Unit | DIMENSIONS OVERALL WITH VC-84 CASTERS Width | Height | Depth |
|---|---|---|---|---|---|---|---|---|
| VC863191.2 | 19 | 8 x 6″ | 9/32″ | 55 | 1045 | 11 5/16″ | 28 7/16″ | 28 11/16″ |
| VC866191.2 | 19 | 8 x 6″ | 5/16″ | 48 | 912 | 11 5/16″ | 28 7/16″ | 28 11/16″ |

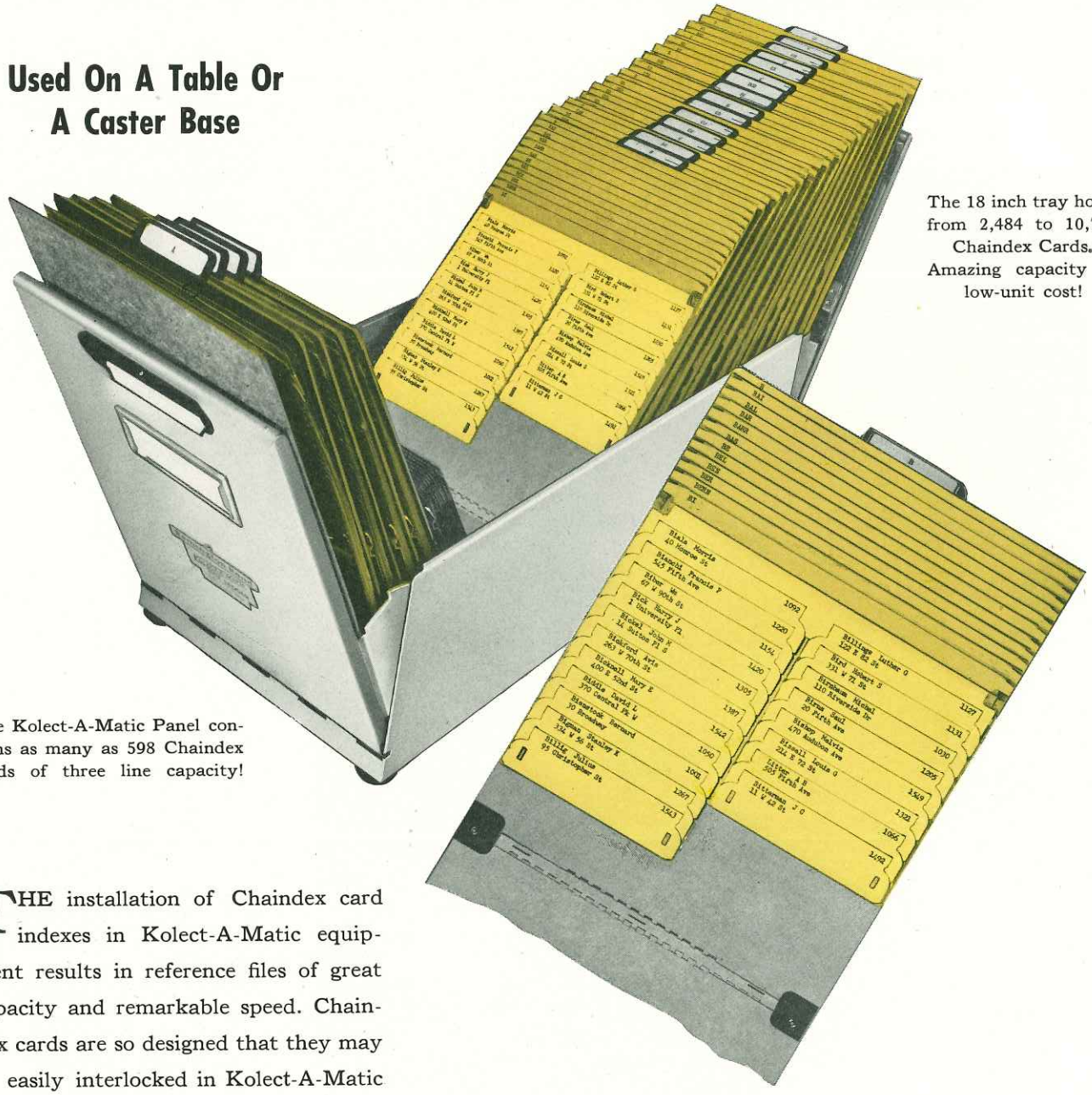
# INSTALLATIONS

## Chaindex Indexes Many Of The World's Most Important Records

## When Names Are Listed In Volume—Use Chaindex

# CHAINDEX KOLECT-A-MATIC UNITS

## Used On A Table Or A Caster Base



The 18 inch tray holds from 2,484 to 10,764 Chaindex Cards. Amazing capacity at low-unit cost!

The Kolect-A-Matic Panel contains as many as 598 Chaindex cards of three line capacity!

THE installation of Chaindex card indexes in Kolect-A-Matic equipment results in reference files of great capacity and remarkable speed. Chaindex cards are so designed that they may be easily interlocked in Kolect-A-Matic panels. Carried in Kolect-A-Matic pockets or separators, the top cards are attached to a removable title insert (Cat. No. 1-90988.2) on which the indexing caption is typed.

Thus, with the file in operating position, the movement of a panel exposes a group of twenty-three separators, each carrying up to 26, three-line, four-inch cards. Portable Kolect-A-Matic trays permit the Chaindex index to be easily moved from desk to desk or from room to room.

Chaindex Kolect-A-Matic is unusually flexible. Expanding indexes require no costly, complicated changes. Cards are added simply and with no loss of operating efficiency.

Again unique signaling possibilities are offered. Colored cards or removable colored celluloid signals —each color carrying its own particular message— flash instant information to the operator.

# CHAINDEX KOLECT-A-MATIC UNITS

**CHAINDEX INSERT #1-90988.2 FOR KOLECT-A-MATIC POCKETS WITH VERTICAL TIP STITCHES**

Chaindex Cards may be used in MBT-8818 Trays by means of these inserts—See capacity chart below. Cat. No. 1-90988.2 Inserts—Punched for Chaindex Cards. #20 Huntington Buff Stock. Size $8\frac{1}{8}''$ wide x $1\frac{11}{32}''$ high.

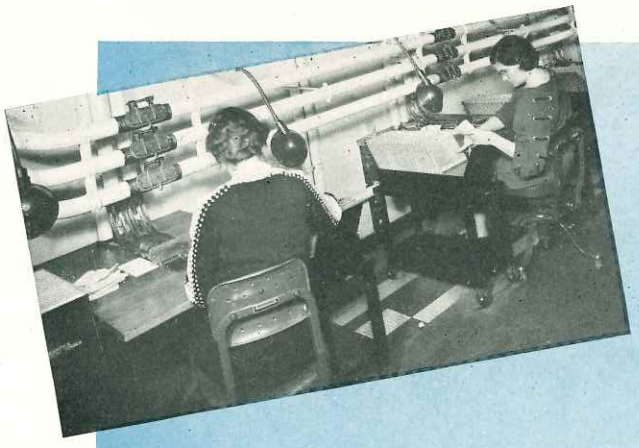
**CHAINDEX CARD CAPACITIES—Based on using #1-90988.2 Inserts in #MBT-8818 and MBT-7818 Trays**

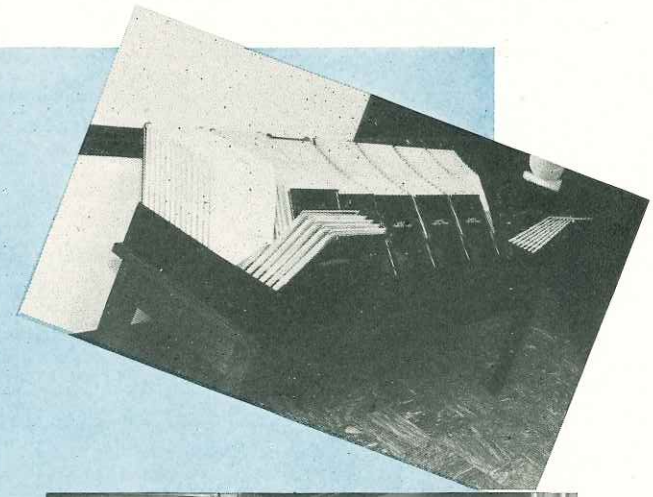
| Width of Chaindex Card | 4″ | | | | | | | | 8″ | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Card Exposure—Number of Lines | 1 | 2 | 3 | 4 | 5 | 7 | 8 | 11 | 1 | 3 | 5 |
| Card Exposure—Inches | .250 | .375 | .500 | .609 | .844 | 1.100 | 1.375 | 1.833 | .250 | .500 | .812 |
| Card Height | $\frac{3}{4}''$ | $1\frac{1}{8}''$ | 1″ | $1\frac{7}{64}''$ | $1\frac{11}{16}''$ | $1\frac{19}{32}''$ | $1\frac{7}{8}''$ | $2\frac{21}{64}''$ | $\frac{13}{16}''$ | $1\frac{5}{16}''$ | 2″ |
| Cards Per Pocket | # | # | 26 | 20 | 14 | 12 | 8 | 6 | # | 12 | 7 |
| Cards Per Panel | # | # | 598 | 460 | 322 | 276 | 184 | 138 | # | 276 | 161 |
| Cards Per Tray | # | # | 10,764 | 8,280 | 5,796 | 4,968 | 3,312 | 2,484 | # | 4,968 | 2,898 |

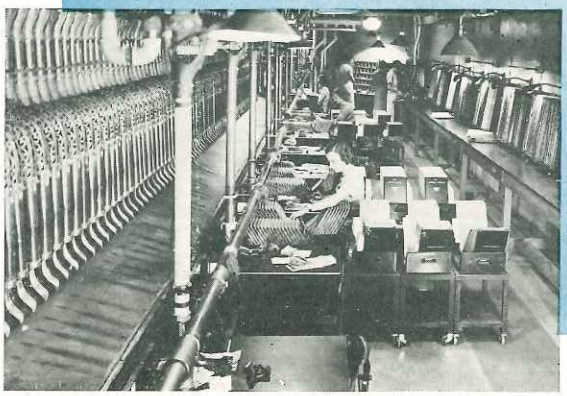
#Chaindex One or Two Line Cards cannot be used because of excessive build-up.

**Note:** The Card Exposure "Number of Lines" shown above are based on standard typewriter spacing which is 6 lines per inch, except the 4 and 7 line 4″ cards and the 5 line 8″ cards, which are slightly less and next larger exposure may therefore be necessary.

## Installations of Chaindex KOLECT-A-MATIC Units





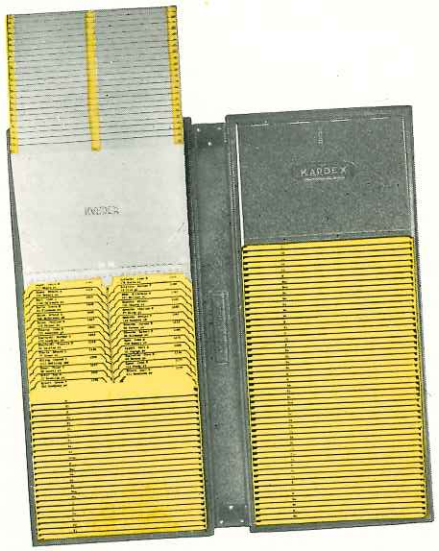


# CHAINDEX BOOK UNITS

**The Most Compact Plan of Indexing Your Records**

COMMERCIAL CHAINDEX BOOK UNIT

Made from fine quality soft imitation leather. Particularly suited to desk use.



ALUMINUM CHAINDEX BOOK UNIT

Especially designed for heavy usage. Several Book Units may be readily stored in a metal cabinet.

THE inherent compactness of Chaindex is well illustrated by the large listings that it is possible to maintain within a single Kardex Book Unit. Relatively small as compared to other record housings, almost 4000 single line cards may be inserted in the standard 18″ Book Unit.

Unusually compact and easy to handle, the Book Unit is ideal for reference lists that hold a fairly fixed reference list of from 500 to 4000 accounts. Readily carried from desk to desk, easily placed in the average drawer, it is an ideal nucleus, too, for a growing system. Transfer to cabinet or slide is the simple motion of removing the card pocket and installing it in the new housing.

**CHAINDEX COMMERCIAL BOOK UNIT**

| Catalog No. | DESCRIPTION | Capacity | Pocket | Exposure | Width | Height |
|---|---|---|---|---|---|---|
| 11864.2 | Chaindex Commercial Book Unit | 30 | 8 x 6 | 9/32″ | 10½″ | 11¾″ |
| 14864.2 | Chaindex Commercial Book Unit | 50 | 8 x 6 | 9/32″ | 10½″ | 14¾″ |
| 18864.2 | Chaindex Commercial Book Unit | 80 | 8 x 6 | 9/32″ | 10½″ | 18¾″ |

**CHAINDEX CARD CAPACITIES IN THE COMMERCIAL BOOK UNIT**

| Card Width | 4″ | | | | | | | | 8″ | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| No. Lines | 1 | 2 | 3 | 4 | 5 | 7 | 8 | 11 | 1 | 3 | 5 |
| Card Height | ¾″ | 1⅛″ | 1″ | 1 7/64″ | 1 11/16″ | 1 19/32″ | 1⅞″ | 2 21/64″ | 13/16″ | 1 5/16″ | 2″ |
| Cards Per Pocket | 42 | 28 | 22 | 18 | 12 | 10 | 8 | 6 | 22 | 10 | 6 |
| 11864.2 | 1260 | 840 | 660 | 540 | 360 | 300 | 240 | 180 | 660 | 300 | 180 |
| 14864.2 | 2100 | 1400 | 1100 | 900 | 600 | 500 | 400 | 300 | 1100 | 500 | 300 |
| 18864.2 | 3360 | 2240 | 1760 | 1440 | 960 | 800 | 640 | 480 | 1760 | 800 | 480 |

**CHAINDEX METAL BOOK UNITS**

| Catalog No. | DESCRIPTION | Capacity | Pocket | Exposure | Width | Height |
|---|---|---|---|---|---|---|
| A12064.2 | Alum B. U.—Chaindex Pockets | 124 | 6 x 4½ | ¼″ | 7 7/16″ | 20 7/8″ |
| A12086.2 | Alum B. U.—Chaindex Pockets | 98 | 8 x 6 | 9/32″ | 9 7/16″ | 20 7/8″ |

**CHAINDEX CARD CAPACITIES IN THE METAL BOOK UNIT**

| Card Width | 4″ | | | | | | | | 6″ | | | | | 8″ | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| No. Lines | 1 | 2 | 3 | 4 | 5 | 7 | 8 | 11 | 1 | 2 | 3 | 4 | 5 | 1 | 3 | 5 |
| Card Height | ¾″ | 1⅛″ | 1″ | 1 7/64″ | 1 11/16″ | 1 19/32″ | 1⅞″ | 2 21/64″ | 1″ | 1⅛″ | 1″ | 1 5/16″ | 1 21/32″ | 13/16″ | 1 5/16″ | 2″ |
| Cards Per Pocket | 42 | 28 | 22 | 18 | 12 | 10 | 8 | 6 | 15 | 10 | 8 | 5 | 4 | 22 | 10 | 6 |
| A12064.2 | ..... | ..... | ..... | ..... | ..... | ..... | ..... | ..... | 1860 | 1240 | 992 | 620 | 496 | ..... | ..... | ..... |
| A12086.2 | 4116 | 2744 | 2156 | 1764 | 1176 | 980 | 784 | 588 | ..... | ..... | ..... | ..... | ..... | 2156 | 980 | 588 |

# USER'S LIST

## KARDEX CHAINDEX CABINETS

American Thread Company
New York City

Brown Lynch Scott Company
Monmouth, Ill.

Buffalo Probation Dept.
Buffalo, N. Y.

Carborundum Company
Niagara Falls, N. Y.

Civil Aeronautics Authority
Washington, D. C.

Colorado State House
Public Utilities Commission
Denver, Colo.

Compton, F. E. & Co. (Publishers)
Chicago, Ill.

Continental Illinois Bank & Trust Co.
Chicago, Ill.

Davis, Paul H. & Co.
Chicago, Ill.

District of Columbia
Recorder of Deeds
Washington, D. C.

Emergency Relief Works
Atlanta, Ga.

First National Bank of Boston
Boston, Mass.

First National Bank of Miami
Miami, Florida

Florida State Attorney General
Tallahassee, Florida

Frankfort Distilleries, Inc.
Chicago, Ill.

Glen Lake Sanatorium
Minneapolis, Minn.

Gulf Mobile & Northern Railroad Co.
Mobile, Ala.

Hahneman Hospital
Philadelphia, Pa.

Interstate Milk Producers Assn.
Philadelphia, Pa.

Lahey Clinic
Boston, Mass.

Los Angeles County
Los Angeles, Calif.

Marine Trust Co.
Buffalo, N. Y.

May Company Dept. Store
Los Angeles, Calif.

Mobile & Ohio Railroad Co.
St. Louis, Mo.

National Savings & Trust Co.
Washington, D. C.

Providence Institution for Savings
Providence, R. I.

Savings Bank of New London
New London, Conn.

Southern Railway Co.
Atlanta, Ga.

U. S. Interstate Commerce Commission
Washington, D. C.

U. S. License Bureau of Buses and Trucks,
Washington, D. C.

## CHAINDEX KOLECT-A-MATIC UNITS

Pacific Gas & Electric Co.
San Francisco, Calif.

Stewart Warner Company
Chicago, Ill.

American Distilling Co.
Pekin, Ill.

Burd Piston Ring Company
Rockford, Ill.

Sloan Abstract Company
Peoria, Ill.

Sanford Mills
Sanford, Maine

Foxboro Company
Foxboro, Mass.

King Clothing Company
Lansing, Mich.

Lystad & Redick, Inc.
E. Grand Forks, Minn.

Bamberger, L. & Company
Newark, N. J.

Adam, J. N. & Company
Niagara Falls, N. Y.

Fair Store
Cincinnati, Ohio

McAlpin Company
Cincinnati, Ohio

Delco Products Corporation
Dayton, Ohio

Blauner's Department Store
Philadelphia, Pa.

Carnegie-Illinois Steel Corp.
Pittsburgh, Pa.

Gimbel Bros.
Pittsburgh, Pa.

Gulf Oil Corporation
Pittsburgh, Pa.

Horne, Joseph Company
Pittsburgh, Pa.

Kaufmann's Department Store
Pittsburgh, Pa.

West Penn Power Company
Pittsburgh, Pa.

Life & Casualty Insurance Co.
Nashville, Tenn.

Wisconsin State Industrial Com.
Madison, Wis.

Grand Chapter O E S
Milwaukee, Wis.

National Enameling & Stamping Co.
Milwaukee, Wis.

Tucson Gas Electric Light & Power Co.
Tucson, Ariz.

May Co.
Los Angeles, Calif.

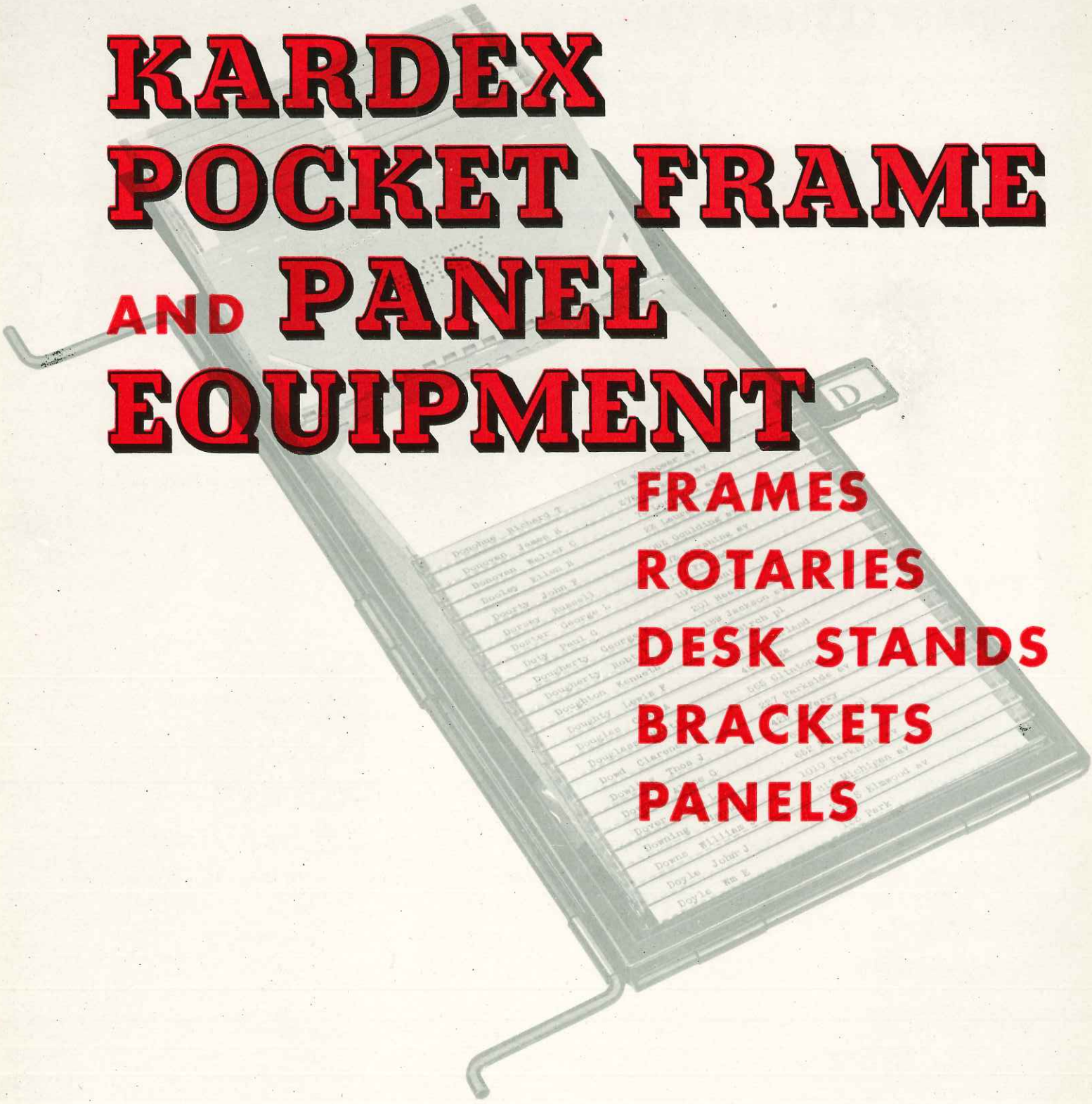
Gates Rubber Co.
Denver, Colo.

W. A. Sheaffer Pen Co.
Ft. Madison, Iowa

Agfa Ansco
Binghamton, N. Y.

**Ask The Man Who Uses Chaindex**

# KARDEX POCKET FRAME AND PANEL EQUIPMENT



## FRAMES
## ROTARIES
## DESK STANDS
## BRACKETS
## PANELS

KARDEX revolutionized record keeping. By introducing the now universally accepted visible principle, it brought to filing a system of operation that compares favorably in pace and efficiency with modern business machinery.

Its principle is as simple as its operation. A series of fine quality kraft "pockets" are inserted beneath the flanges of a metal frame. The top of each pocket acts as a horizontal stabilizer for the pocket above it. Thus, each pocket is held at a uniform distance from those on either side yet removal and insertion of additional units can be rapidly accomplished.

In adapting Kardex to rotary, desk, or wall equipment, the inherent speed of both the record and the housing medium is retained. Pocket Frame equipment is among the most accessible of all filing systems. Kardex is certainly one of the fastest and most efficient for the various large reference records. Combined, they produce a filing-unit that will soon pay for itself in time-cost savings.

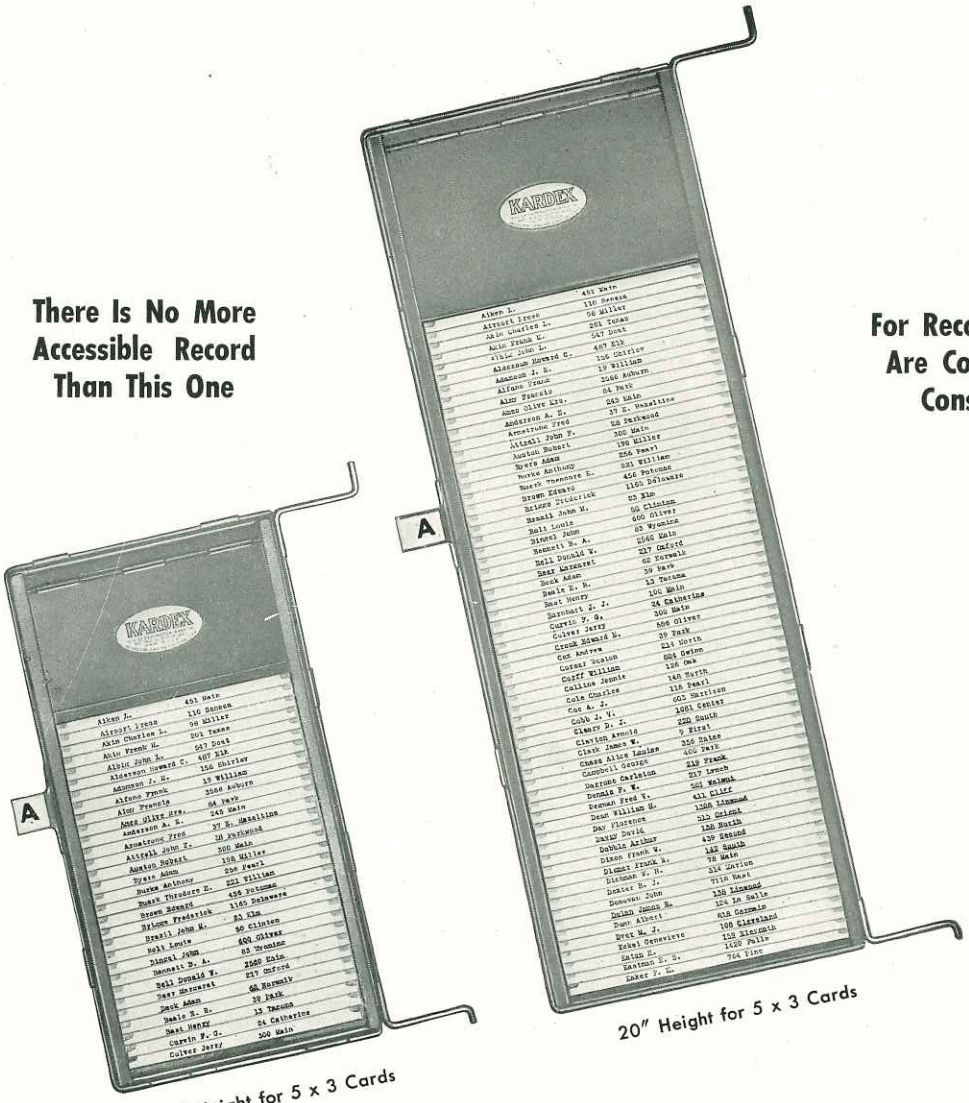
The visible edge formed by the interlocking pockets not only produces a completely visible index to accounts, but also offers unique signaling possibilities. Most businesses have certain items within their files which are needed continuously in their operation. The average retail store, for example, requires frequent reference to its customer credit records. If this oft consulted material was "hidden" within the body of the file, access to it would be painfully slow. Signaling, however, makes it possible to present these specific, constantly employed data on the visible edge of the form. Reference is no more complicated than glancing down the face of the panel. Operating speed is amazing—and completely accurate.

# KARDEX POCKET FRAMES

## Lowest Operating Cost Of Any Visible Equipment

There Is No More Accessible Record Than This One

For Records That Are Constantly Consulted




## Every Visible Title Is Protected

KARDEX pocket frames are designed for use with rotary, wall bracket, or desk stand equipment. Thus, Kardex speed and convenience is made accessible in housings that can be adjusted to any space or size problem peculiar to your office.

Three card sizes may be accommodated in standard pocket frames 5″ x 3″, 6″ x 4″, and 8″ x 5″. Each is available in the 20″ frame height, and for smaller records the 5″ x 3″ is offered in a 12″ size.

Like the equipment which holds them, Kardex frames are precision-built to insure long years of satisfactory use. Constructed of steel, with a patent leveled back permanently welded to the side flanges, they are proof against warping or sagging. Each frame is bonderized to prevent rust, and enameled with an attractive, chip-resisting finish that is baked on the surface.

Kardex pockets are intermeshed, one above the other, within the frame—assuring positive, uniform, and constant visibility of the lower edge of each form. Although the lower edge is exposed, a transparent sheath of transloid protects it from damage by dust or handling. A glance reveals the pocket you seek. A flip of the finger presents the contents contained within. Reference is a matter of seconds. All information is immediately before the eyes, and conveniently within the reach of the hand.

# KARDEX POCKET FRAMES

## Every Name Is Instantly Found

KARDEX pockets are hinged at the top to provide a perfect "layback" for the posting operation. Consultation is also made simple, for every item on the form is completely exposed. These self-hinges cut into the pocket itself are almost wear-proof, for laboratory experiment has shown that they will permit in excess of one million flipping actions.

Kardex forms may be inserted on either side of the pockets. Thus, a series of double records within a single location is possible, with the face of two cards always available for detailed information.

The absolute uniformity of every visible edge is an important efficiency factor. Typing of names is simplified. The eye is able to pass over a complete panel with no tiring "jumping" because of uneven spacing. Speed is kept at its absolute maximum.

Kardex signaling is accomplished by the use of vividly colored transparent signals. Despite their arresting colors, the visibility of the card is always assured. Patented construction provides complete ease of fastening and moving, without sacrificing security of position when the file is in use.

**KARDEX POCKET FRAMES**

| Catalog Number | DESCRIPTION | Pocket Size | Exposure | Capacity | Dimensions | |
|---|---|---|---|---|---|---|
| | | | | | W. | H. |
| **45312** | Frame, Hinged Hook..... | 5 x 3 | 1/4 | 62 | 6 | 12 |
| **45320** | " " " ..... | 5 x 3 | 1/4 | 126 | 6 | 20 |
| **46420** | " " " ..... | 6 x 4 | 1/4 | 120 | 7 | 20 |
| **48520** | " " " ..... | 8 x 5 | 9/32 | 100 | 9 | 20 |

# KARDEX POCKET FRAMES ROTARIES AND BASES

Four swivel wheels permit complete ease of transfer to any place in the office.

## Portable Bases

**PORTABLE BASES—FOR POCKET FRAME ROTARIES**

| Catalog Number | Height of Base From Floor |
|---|---|
| 91230 | 30″ |
| 91240 | 40″ |

## A Speed Record

ROTARY reference equipment offers unusual speed of handling with exceptional ability to meet small space requirements. As in other Remington Rand rotary equipment, the frames are flipped open like the pages of a book. The proper metal label is found, and a movement of the finger slides the desired frame into position. Sealed ball-bearing action assures effortless operation. No greasing or oiling of the unit is required during its lifetime.

Rotaries may be placed on desks, counters, or tables—or, if access is demanded at various places in the office, upon portable bases that permit transfer to any place on the floor.

Economical, fast, and easy to use, Kardex Rotaries are among the most efficient of reference housings.

## USES

1. Airline Reservation Index
2. Association Membership Index
3. Bank Index Records
4. Blueprint Index
5. Club Members Roster
6. Cost Index
7. Employees Index
8. Government Indexes
9. Hospital Index
10. Hotel Information Record
11. Insurance Company Indexes
12. Letter File Index by Name
13. Payroll Index
14. Rate Index
15. Real Estate Listing Index
16. Student Location Index
17. Vendor's Term Index
18. Warehouse Location Index

**ROTARIES FOR POCKET FRAMES**

| Catalog No. | For Frame Height | Capacities for Pocket Sizes Using One or Two 7 Pt. Cards for Posting or Reference | | | | | | | | | | | | Turning Diameter* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 5 x 3 | | | | 6 x 4 | | | | 8 x 5 | | | | |
| | | One Card | | Two Cards | | One Card | | Two Cards | | One Card | | Two Cards | | |
| | | Post. | Ref. | Post. | Ref. | Post. | Ref. | Post. | Ref. | Post. | Ref. | Post. | Ref. | |
| 339936 | 12″ | 25 | 26 | 20 | 22 | .. | .. | .. | .. | .. | .. | .. | .. | 23 1/8″ |
| 339937 | 20″ | 25 | 26 | 20 | 22 | 22 | 24 | 19 | 21 | 21 | 23 | 17 | 19 | 23 1/8″ |
| 339938 | 20″ | 30 | 32 | 26 | 28 | 26 | 28 | 22 | 23 | 25 | 27 | 20 | 21 | 24 7/8″ |
| 339939 | 20″ | 36 | 39 | 31 | 33 | 33 | 36 | 27 | 30 | 32 | 35 | 26 | 29 | 27 3/4″ |
| 339940 | 20″ | 40 | 44 | 36 | 40 | 37 | 40 | 32 | 35 | 36 | 39 | 31 | 34 | 30 1/2″ |
| 339941 | 20″ | 47 | 51 | 39 | 43 | 42 | 45 | 36 | 40 | 41 | 44 | 35 | 39 | 32 5/8″ |

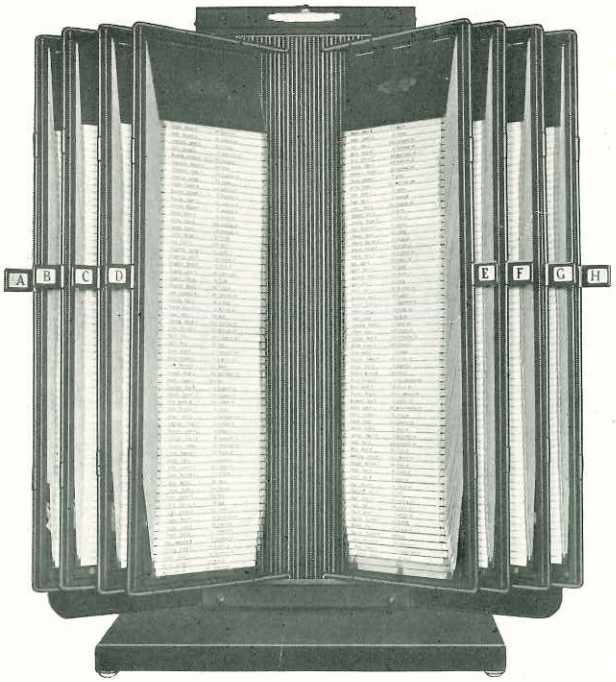
*Note: Turning Diameter when filled with 5 x 3 Pocket Frames, for 6 x 4 pocket frames add 2″ and for 8 x 5 add 6″.

# INSTALLATIONS

## Kardex, The World's First Visible Record

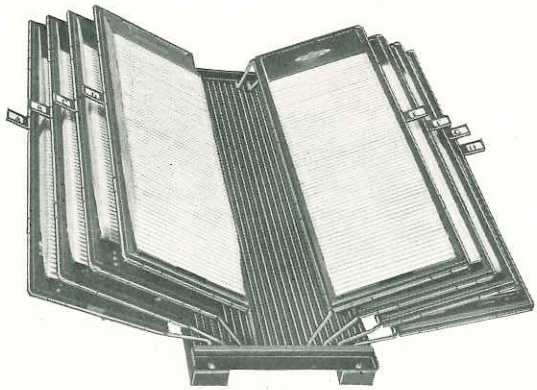
## The Kardex Record Charts Every Important Posted Fact

# KARDEX POCKET FRAMES DESK STANDS




DESK STAND IN UPRIGHT POSITION

**Always Accessible For Reference Or For Posting**



DESK STAND IN INCLINED POSITION

KARDEX Pocket Frame Desk Stands, used singly or arranged in batteries on desks or tables, provide a convenient, compact and speedy record directly before the eyes and within easy reach of the hand of the worker. Unlike rotaries they operate perfectly near a wall, as all frames swing forward on a 180° angle.

The extra sturdy base provides a solid foundation that eliminates all chance of sway. To facilitate posting, the desk stand may also be mounted in an inclined position. Convenient desk use, without tiring and time-consuming moving around, is entirely practicable with the desk stand assembled either in the upright or the inclined position.

## USES

1. Airline Reservation Index
2. Association Membership Index
3. Bank Index Records
4. Blueprint Index
5. Club Members Roster
6. Cost Index
7. Employees Index
8. Government Indexes
9. Hospital Index
10. Hotel Information Record
11. Insurance Company Indexes
12. Letter File Index by Name
13. Library Index
14. Payroll Index
15. Rate Index
16. Real Estate Listing Index
17. Student Location Index
18. Vendor's Term Index
19. Warehouse Location Index

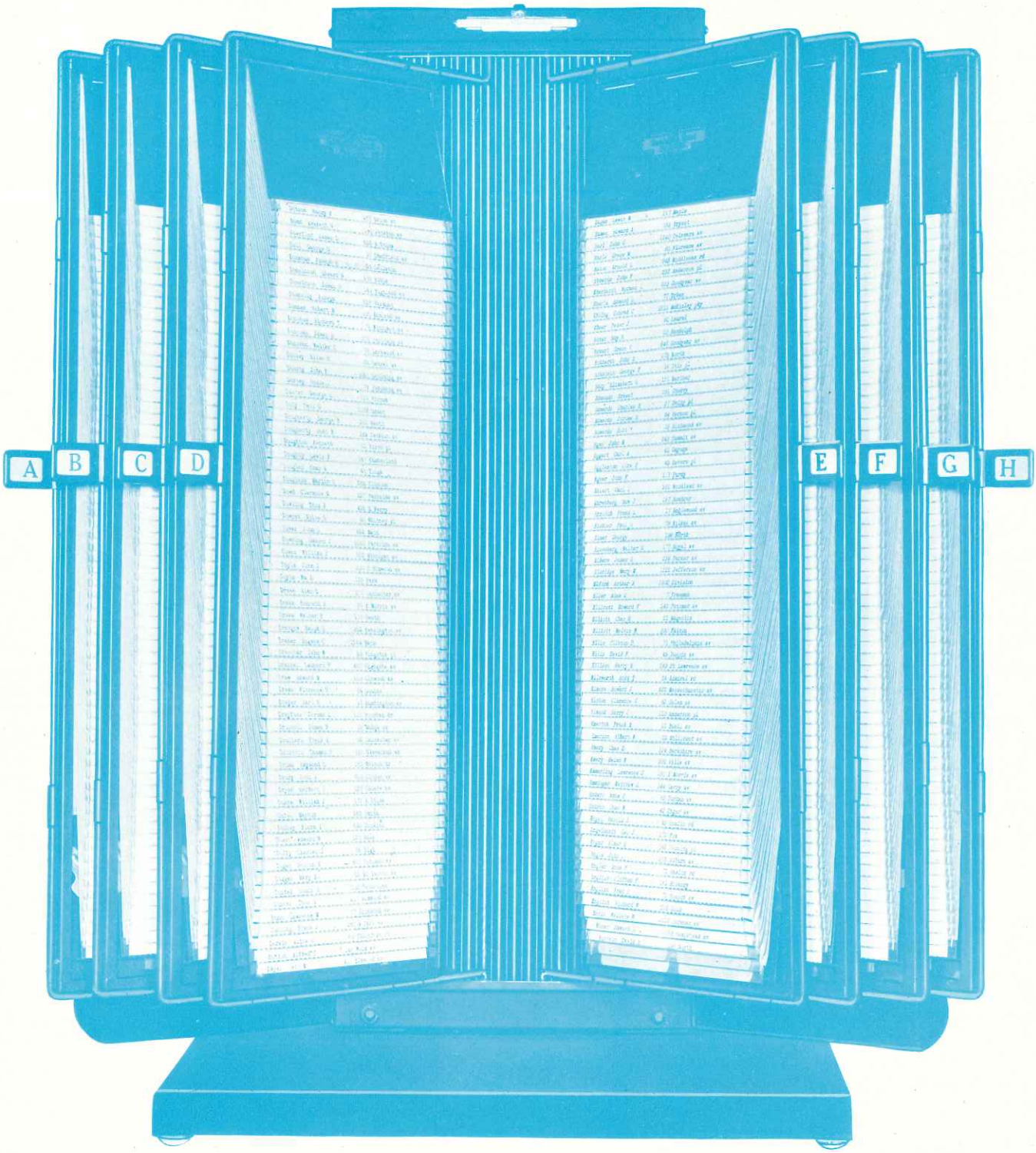
**DESK STANDS FOR POCKET FRAMES**

| Catalog No. | For Frame Height | Capacities for Pocket Sizes Using One or Two 7 Pt. Cards for Posting or Reference | | | | | | | | | | | | Width * |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 5 x 3 | | | | 6 x 4 | | | | 8 x 5 | | | | |
| | | One Card | | Two Cards | | One Card | | Two Cards | | One Card | | Two Cards | | |
| | | Post. | Ref. | Post. | Ref. | Post. | Ref. | Post. | Ref. | Post. | Ref. | Post. | Ref. | |
| 340017 | 12″ | 8 | 9 | 7 | 8 | .. | .. | .. | .. | .. | .. | .. | .. | 8″ |
| 340018 | 20″ | 8 | 9 | 7 | 8 | 7 | 8 | 6 | 7 | 7 | 8 | 6 | 7 | 8″ |
| 340019 | 12″ | 14 | 15 | 11 | 13 | .. | .. | .. | .. | .. | .. | .. | .. | 16″ |
| 340020 | 20″ | 14 | 15 | 11 | 13 | 12 | 13 | 10 | 11 | 11 | 12 | 10 | 11 | 16″ |

*NOTE: **Width** refers to actual width of frame holding section and not to widths of base or inches taken by frames when in an open position.

# INSTALLATIONS

## Kardex Has Won Thousands Of Firm Friends




## The World's Most Valuable Records Are Kardexed

# KARDEX POCKET FRAMES WALL AND SWITCHBOARD BRACKETS

## USES

1. Airline Reservation Index
2. Blueprint Index
3. Club Members Roster
4. Cost Index
5. Employees Index
6. Hotel Information Record
7. Payroll Index
8. Real Estate Listing Index
9. Student Location Index
10. Bin Location Index
11. Telephone Index
12. Warehouse Location Index

Where desk and table space is limited, the wall bracket is an ideal solution. A firmly constructed unit that may be easily attached to the wall, it offers complete security and speed of operation. The switchboard operator, with her complicated board in front of her, finds the Kardex switchboard bracket a fast, exceptionally convenient reference unit. And so compact is Kardex that a tremendous number of accounts may be readily housed in the single bracket.

### Two Frame Heights

Wall brackets are provided in a 12″ and a 20″ height, insuring perfect adaptability to the particular size of your reference record. The operator may use either while in a sitting position, saving unnecessary delay in moving about. Securely held, the frames may be swung with complete ease. Reference is fast and accurate.

**WALL BRACKETS FOR POCKET FRAMES**

| Catalog No. | For Frame Height | Capacities for Pocket Sizes Using One or Two 7 Pt. Cards for Posting or Reference | | | | | | | | | | | | Width * |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 5 x 3 | | | | 6 x 4 | | | | 8 x 5 | | | | |
| | | One Card | | Two Cards | | One Card | | Two Cards | | One Card | | Two Cards | | |
| | | Post. | Ref. | Post. | Ref. | Post. | Ref. | Post. | Ref. | Post. | Ref. | Post. | Ref. | |
| 330940 | 12″ | 5 | 6 | 4 | 5 | .. | .. | .. | .. | .. | .. | .. | .. | 4″ |
| 330941 | 20″ | 5 | 6 | 4 | 5 | 4 | 5 | 4 | 4 | 4 | 5 | 4 | 4 | 4″ |
| 330943 | 12″ | 8 | 9 | 7 | 8 | .. | .. | .. | .. | .. | .. | .. | .. | 8″ |
| 330944 | 20″ | 8 | 9 | 7 | 8 | 7 | 8 | 6 | 7 | 7 | 8 | 6 | 7 | 8″ |
| 330946 | 12″ | 16 | 18 | 14 | 16 | .. | .. | .. | .. | .. | .. | .. | .. | 16″ |
| 330947 | 20″ | 16 | 18 | 14 | 16 | 14 | 16 | 12 | 14 | 14 | 16 | 12 | 14 | 16″ |

**SWITCHBOARD BRACKETS FOR POCKET FRAMES**

| | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 330949 | 12″ | 5 | 6 | 4 | 5 | .. | .. | .. | .. | .. | .. | .. | .. | 4″ |
| 330950 | 20″ | 5 | 6 | 4 | 5 | 4 | 5 | 4 | 4 | 4 | 5 | 4 | 4 | 4″ |
| 330951 | 12″ | 8 | 9 | 7 | 8 | .. | .. | .. | .. | .. | .. | .. | .. | 8″ |
| 330952 | 20″ | 8 | 9 | 7 | 8 | 7 | 8 | 6 | 7 | 7 | 8 | 6 | 7 | 8″ |

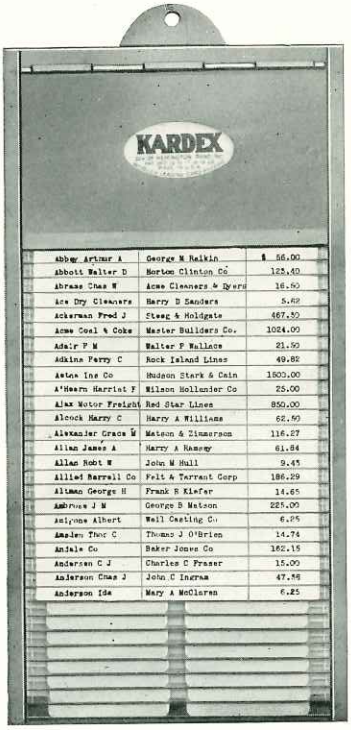
*Width refers to actual width of frame holding section and not to widths of base or inches taken by frames when in an open position.

# KARDEX POCKET PANELS

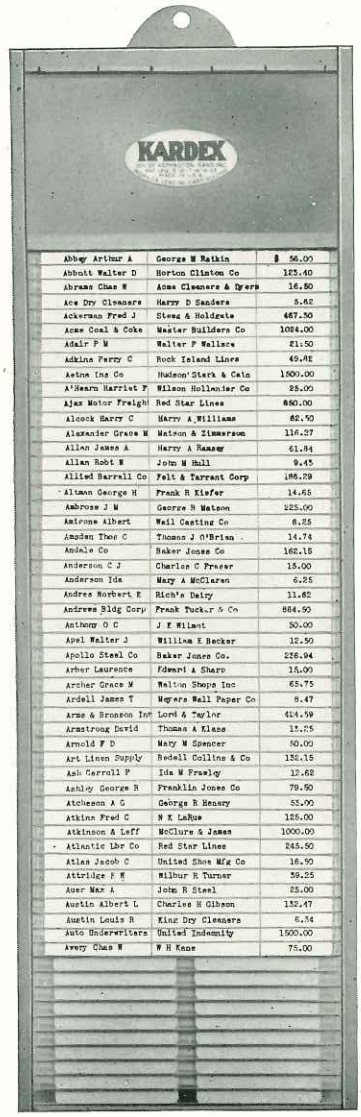
## The Small User's Record

KARDEX pocket panels are designed to accommodate the small-size record. Salesmanagers find it ideal for a salesman control file, or as an important customer sales record. In warehouses, it may be used for an inventory control. In offices, it has been successfully employed as a personnel record.

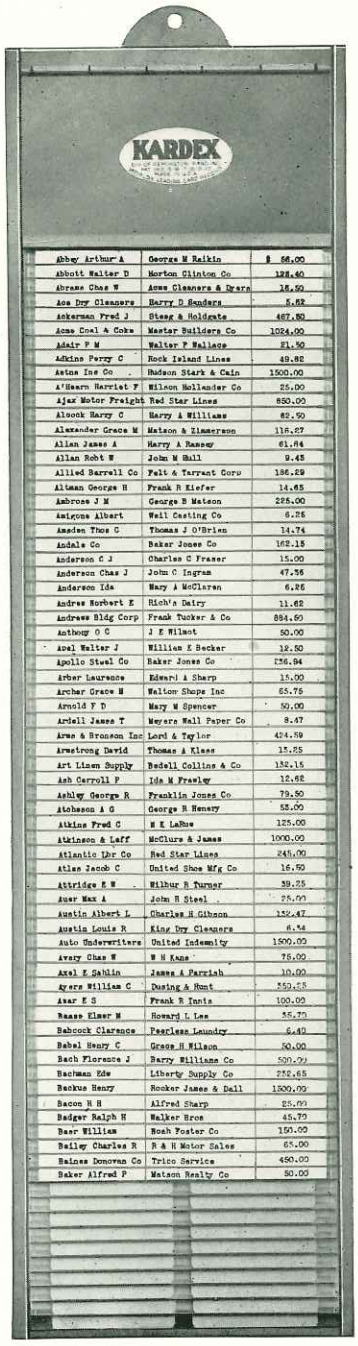
Three sizes are available—a 12, 18, and 22 inch panel, holding from 32-73 pockets. Steel eyelets are furnished to facilitate fastening to the wall. Rigid construction assures maximum efficiency even after years of hard usage. Complete visibility provides quick and accurate access to material.




12 Inch



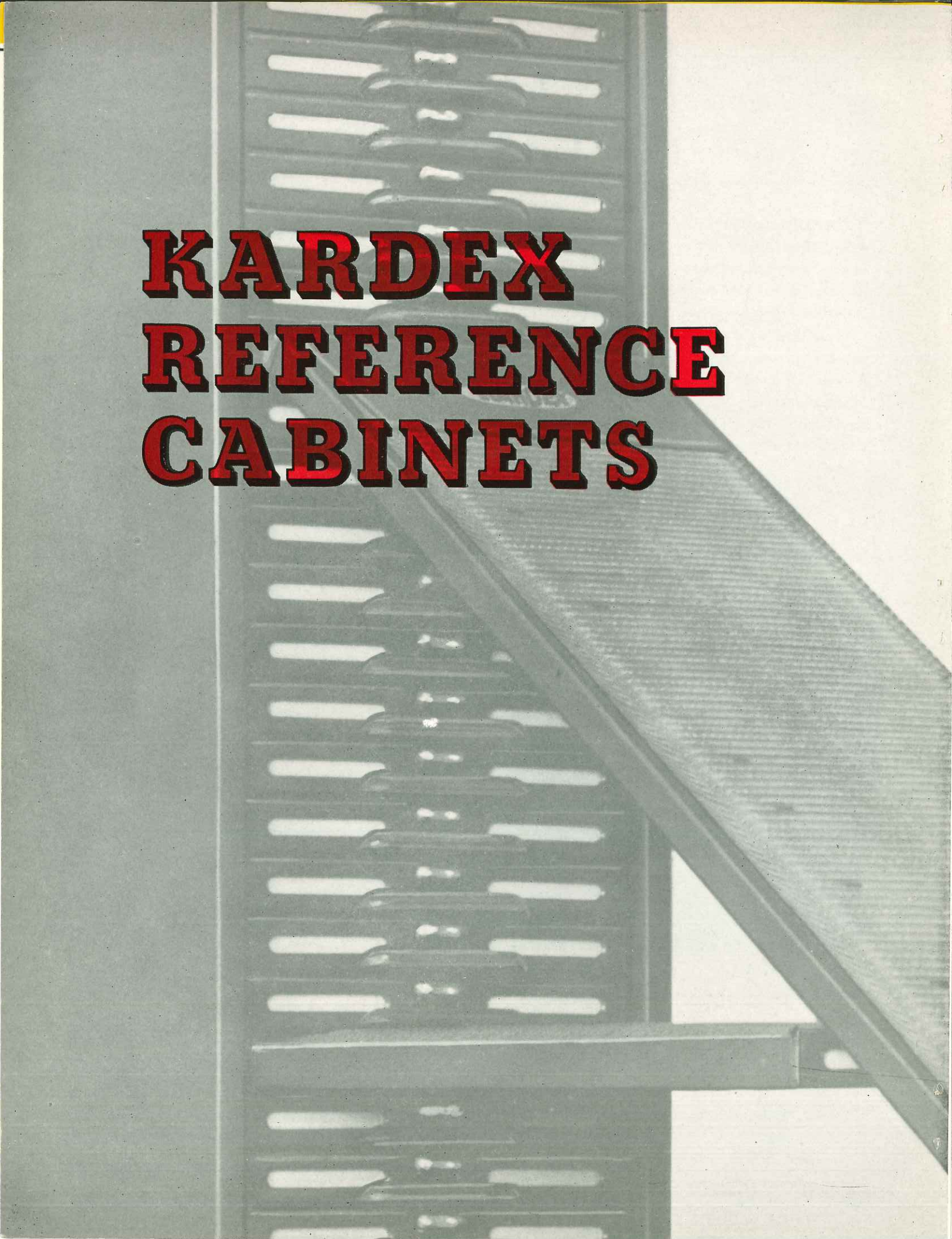

18 Inch




22 Inch

### KARDEX SINGLE FACE POCKET PANELS

| Catalog Number | DESCRIPTION | Pocket Size | Exposure | Capacity | Dimensions W. | Dimensions H. |
|---|---|---|---|---|---|---|
| 35312 | Single Faced Panel..... | 5 x 3 | 1/4 | 32 | 6 | 12 |
| 35318 | " " " ..... | 5 x 3 | 1/4 | 57 | 6 | 18 |
| 35322 | " " " ..... | 5 x 3 | 1/4 | 73 | 6 | 22 |
| 36422 | " " " ..... | 6 x 4 | 1/4 | 69 | 7 | 22 |
| 38522 | " " " ..... | 8 x 5 | 1/4 | 65 | 9 | 22 |
| 35318.100 | Stop Payment Register... | 5 x 3 | 1/4 | 57 | 6 | 18 |



# KARDEX REFERENCE CABINETS

KARDEX reference cabinets perfectly complement the speed and convenience of the Kardex System of record keeping. Designed for such operations as cross index records, they are essentially rapid reference units. Speed naturally demands compactness. These cabinets hold one of the smaller Kardex pockets—5″x1¾″—thus, as many as 20,000 account records may be placed within the convenient reach of a single operator.

Like all Remington Rand equipment, Kardex Cabinets are precision built to insure years of efficient service. Constructed of steel throughout, sides, top, and back are interlocked before welding to produce the stability of a one-piece unit. Angle-reinforced between slides, with double side walls, these cabinets may be "stacked" one upon another with no danger of warping or jamming.

Four attractive finishes are available—Gray-Rite, olive green, walnut, and mahogany. Specially baked to assure long wear, the enamel used in this process is chip-resistant and rust-proof. The same colorings are retained from year to year, providing complete uniformity when new units are added.

# KARDEX REFERENCE CABINETS < < <

## SPEEDS REFERENCES
## CONSERVES SPACE

THERE are but three steps in the reference operation with Kardex cabinets. The proper slide is found by glancing over the index labels on the face of the cabinet, the slide is drawn, and the card in question is consulted. So completely and clearly presented is the indexing, that finding is an almost automatic operation.

Additional speed is offered by the use of signals. Facts in everyday use are indicated on the visible edge of each pocket. A colored signal controls information so presented, completely eliminating reference to the card form itself. Thus, in credit authorization, for example, the operator merely finds the proper name and observes the signalled information. She knows in a glance whether—and how much—credit can be advanced to the customer in question.

As shown in the illustration, another slide may be extended to act as a rest for the withdrawn slide. This permits freedom for both hands, one to manipulate the cards, the other to make postings or to write any other necessary information.

### KARDEX POCKET

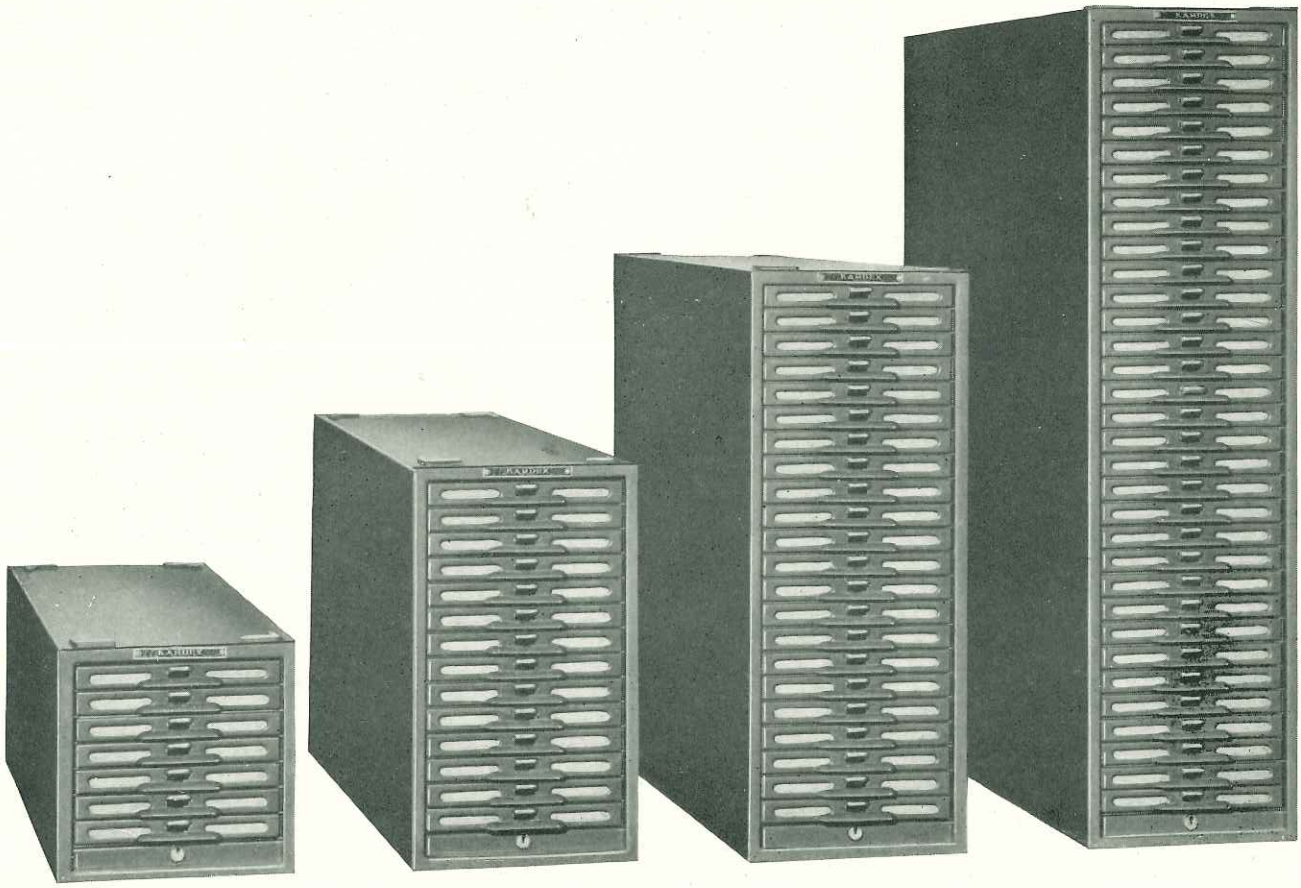
Kardex pockets are die-cut from resilient kraft stock. Self-hinged, laboratory tests have proven their ability to withstand over a million reference operations.

### USES

1 Alphabetical Index to Account Numbers
2 Association Membership Index
3 Bank Index Records
4 Blueprint Index
5 Contribution Index
6 Cost Index
7 Credit Authorization
8 Employees Index
9 Government Indexes
10 Insurance Company Indexes
11 Laundry Mark Index
12 Lawyers Case History Record
13 Letter File Index by Name
14 Rate Index

# < < < < < < INSTALLATIONS

# KARDEX REFERENCE CABINETS



A513407 A513414 A513422 A513433

KARDEX Reference Cabinets are provided in four slide capacities. For the small record, the 7 slide unit is particularly easy to handle, and lends itself perfectly to desk-top use. It will hold as many as 700 different accounts.

Department stores, with their extensive customer credit lists, are successful users of the 33 drawer cabinet. Each unit will hold 3300 accounts, and when arranged in batteries as many as 20,000 records can be placed within easy reach of a seated operator. Such speed naturally means a high degree of customer service and inevitable conservation of selling time.

The 5x1¾ inch card, while smaller than other Kardex forms, materially increases slide capacity and saves office space as well. Adequate provision is made, however, for all necessary information to be entered. Signaling is in no way impaired.

When portability is necessary, cabinets may be stacked on Kardex steel tables or revolving stand bases. Thus, the file is available for use at any point in the office. Month end work can be greatly facilitated.

**KARDEX REFERENCE CABINETS**

| Catalog Number | DESCRIPTION | Dimensions W. | Dimensions H. | Pocket Size | Exposure | Capacity |
|---|---|---|---|---|---|---|
| A513407 | Cabinet, 7 Slides..... | 7⅛ | 7⅛ | 5 x 1¾ | 3/16 | 700 |
| A513414 | " 14 " ..... | 7⅛ | 12½ | 5 x 1¾ | 3/16 | 1400 |
| A513422 | " 22 " ..... | 7⅛ | 18⅝ | 5 x 1¾ | 3/16 | 2200 |
| A513433 | " 33 " ..... | 7⅛ | 27⅛ | 5 x 1¾ | 3/16 | 3300 |



KD247 B—PRINTED IN U. S. A.